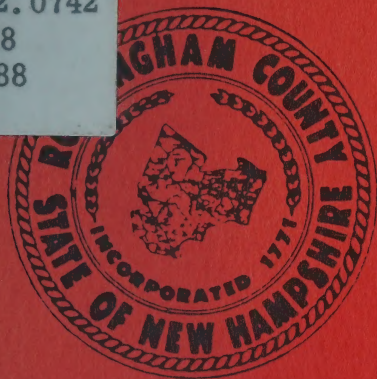


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Rockingham County New Hampshire Annual Report

1988



**Rockingham County
New Hampshire
Annual Report**

1988

*This 1988 Annual Report
is Dedicated to
the Memory of:*

*Benjamin C. Newell
"A Classy Gentleman"*

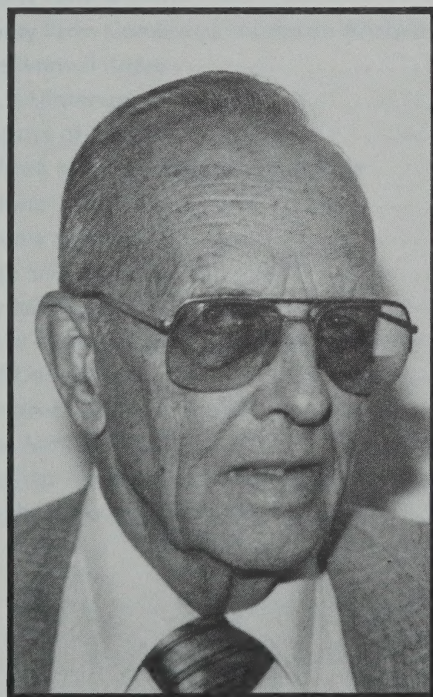


Photo Courtesy of The Derry News

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DISTRICT 1

E. JANE WALKER, CLERK

East Kingston	Greenland	Hampton	Hampton Falls
Kensington	New Castle	Newington	Newton
North Hampton	Portsmouth	Rye	Seabrook
South Hampton	Stratham		

DISTRICT 2

MAUREEN BARROWS, VICE CHAIRMAN, BRENTWOOD OFFICE

Atkinson	Auburn	Brentwood	Candia
Chester	Danville	Deerfield	Epping
Exeter	Fremont	Hampstead	Kingston
Newfields	Newmarket	Northwood	Nottingham
Plaistow	Raymond	Sandown	

DISTRICT 3

ERNEST P. BARKA, CHAIRMAN, DERRY OFFICE

Derry	Londonderry	Salem	Windham
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TREASURER

CLARKE R. CHANDLER

COUNTY ATTORNEY

CARLETON ELDREDGE, ESQ.

CLERK OF SUPERIOR COURT

RAYMOND W. TAYLOR, HAMPTON

HIGH SHERIFF

WAYNE E. VETTER, GREENLAND

JUDGE OF PROBATE

JOHN R. MAHER, PORTSMOUTH

REGISTER OF DEEDS

ELIZABETH LUCE, EXETER

REGISTER OF PROBATE

ELIZABETH POWELL, HAMPTON

REPRESENTATIVES TO GENERAL COURT

DISTRICT 1

(Northwood)

Robert A. Johnson

DISTRICT 2

(Deerfield, Nottingham)

John L. Sherburne

DISTRICT 3

(Candia)

Russell G. Seward

DISTRICT 4

(Candia, Deerfield, Nottingham)

Roger C. King

DISTRICT 5

(Auburn, Chester, Sandown)

Richardson D. Benton

Henry E. Wells

Harry E. Flanders

DISTRICT 6

(Epping, Raymond)

John Hoar, Jr.
Douglas Forsythe

Kathleen Hoalzel
Calvin Warburton

DISTRICT 7

(Derry)

Janet M. Conroy
Nancy MacKinnon
Phyllis H. Katsakiores
Robert Fesh

George N. Katsakiores
Virginia K. Lovejoy
Eunice M. Campbell
Maurice B. MacDonald

DISTRICT 8

(Atkinson)

Natalie S. Flanagan

Raymond H. Gourdeau

DISTRICT 9

(Hampstead, Plaistow)

Merilyn P. Senter
Peter M. Simon

Larry S. Dube
Richard L. Haynes

DISTRICT 10

(Kingston, Newton)

Vincent J. Palumbo

John W. Flanders, Sr.

David A. Welch

DISTRICT 11

(Brentwood, Danville, Fremont)

Patricia L. Cote

William McCain

DISTRICT 12

(Newmarket)

Albert Caswell, Jr.

Elizabeth M. Popov

DISTRICT 13

(Exeter, Newfields)

Thaddeus E. Klemarczyk
Carl F. Anderson, III

Thomas U. Gage
Harold F. Magoon

Arthur Tufts

DISTRICT 14

Charles H. Felch, Sr.

Jeffrey M. Brown

DISTRICT 15

(East Kingston, Kensington, South Hampton)

James R. Rosencrantz, Jr.

DISTRICT 16

(East Kingston, Kensington, Seabrook, South Hampton)

Frank J. Palazzo

DISTRICT 17

(Hampton, Hampton Falls)

Beverly A. Hollingworth
Ednapearl F. Parr

Kenneth W. Malcolm
Lewis W. Brown

Barbara Remick

DISTRICT 18

(New Castle, North Hampton, Rye)

Herbert R. Drake
Eugene Ritzo

Elizabeth A. Greene
John J. McCarthy, Jr.

DISTRICT 19

(Greenland, Stratham)

Robert F. Parsons

W. Douglas Scamman, Jr.

DISTRICT 20

(Salem)

Annette M. Cooke
Stephanie K. Micklen
Bernard J. Raynowska
Donald Roulston
Elsie Vartanian

Marilyn R. Campbell
Beverly A. Gage
Bert H. Ford
Donna P. Sytek
Stephen W. Buco

DISTRICT 21

(Windham)

Ada L. Mace

Patricia M. Skinner

DISTRICT 22

(Salem, Windham)

Arthur P. Klemm, Jr.

DISTRICT 23
(Londonderry)

William P. Boucher
Rowland H. Schmidtchen
Betsy McKinney

Vicki Stachowski
Matthew M. Sochalski
David B. Wright

DISTRICT 24
(Portsmouth – Wards 1 & 6)

Michael R. Weddle

Laura C. Pantelakos

DISTRICT 25
(Portsmouth – Wards 2 & 5)

Patricia Sanderson

John E. Splaine

DISTRICT 26
(Portsmouth – Wards 3 & 4 – Newington)

MaryAnn N. Blanchard

Juanita L. Bell

DISTRICT 27
(Portsmouth – Ward 5)

Cynthia A. McGovern

Charles L. Vaughn

DISTRICT 28
(Portsmouth – Ward 4)

Carolyn Hynes
Cecelia D. Kane

Joseph A. MacDonald
Lawrence A. Chase, Jr.

ROCKINGHAM COUNTY 1988 ADOPTED BUDGET

Appropriations:

Commissioners	\$ 182,541.00
General Government:	
Auditor	17,000.00
Computer Software	5,000.00
NHACO Dues	8,907.00
Insurance	194,500.00
Accrued Liability	35,000.00
Interest on Temporary Loan	350,000.00
Interest on Bonds & Notes	132,000.00
Payment on Bonds & Notes	350,000.00
Legal Fees	12,000.00
Taxes – Farm	8,402.00
Taxes – Maintenance	6,000.00
Highway Clean-up Project	45,000.00
Appraisal of County Property	8,500.00
Personnel	41,790.00
Maintenance	1,417,700.00
Rockingham Nursing Home	10,862,074.00
Treasurer & Deputy	30,800.00
County Attorney	529,922.00
Register of Deeds	588,675.00
Sheriff Department:	
Sheriff	990,368.00
Dispatch Center	342,705.00
Radio Shop	105,288.00
Medical Examiner	56,900.00
Public Assistance:	
Grants	150,000.00
Board & Care Children	927,961.00
Old Age Assistance	4,083,290.00
Jail/House of Correction	2,060,817.00
County Farm	176,831.00
Coop. Extension Service	254,093.00
Delegation	21,363.00
Non-County Specials:	
R.C. Conservation District	33,495.00
A Safe Place	23,000.00
Area Homemakers	44,000.00
Great Bay School & Training Center	13,200.00
Derry V.N.A.	43,000.00
Family Planning	25,000.00
Emergency Fire Training	4,000.00
Retired Senior Volunteer Program	14,000.00
Child Care Association	53,000.00
Child & Family Services	23,750.00
Lamprey Regional Health Center	20,674.00

Nutrition Program	29,000.00
Women's Resource Center	7,500.00
R.C. Planning Commission.....	25,000.00
Revenue Sharing:	
County Attorney/Equipment.....	2,187.00
Revenue Sharing Balance/Sheriff	7,345.00
Total Expenditures	\$24,363,578.00

Estimated Revenues:

Superior Court.....	\$ 173,484.00
Register of Deeds	1,500,000.00
Sheriff Department	519,425.00
Maintenance	711,982.00
Commissioners	4,150.00
County Home	8,275,181.00
County Jail	50,000.00
County Farm	130,000.00
Interest Earned	275,000.00
Board & Care Children	2,500.00
Unemployment Insurance Reimbursement	15,000.00
Revenue Sharing Funds	9,532.00
Personnel	29,323.00
Grants	150,000.00
R.C. Conservation District	6,000.00
County Attorney	25,000.00
Miscellaneous & Telephone	5,000.00
Escheat Funds	10,000.00
Highway Clean-up Project	78,259.00
Net Budget Surplus	244,919.00
(Encumbered Funds - \$66,344.00)	

Total Revenues	\$12,147,511.00
-----------------------	------------------------

Amount To Be Raised In Taxes - 1988	\$12,216,067.00
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1988 BUDGET OF ROCKINGHAM COUNTY
Appropriations and Estimates of Revenue
For the Calendar Year January 1, 1988 to December 31, 1988

Purpose of Appropriation	Appropriations Previous Fiscal Year 1988	Actual Expenditures Previous Fiscal Year 1988	Appropriations Ensuing Fiscal Year 1989
Current Maintenance:			
General Government:			
Administration — Commissioners' Office	\$ 182,541.00	\$ 173,262.61	\$ 191,130.00
Administration — Treasurer	30,800.00	35,445.37	42,740.00
Administration — Auditors'	17,000.00	17,000.00	17,000.00
County Attorney	529,922.00	531,745.36	571,903.00
Register of Deeds	588,675.00	536,934.69	606,008.00
Sheriff	1,438,361.00	1,424,536	1,610,349.00
Medical Referee	56,900.00	65,740.58	66,000.00
Maintenance of Court House (1st Loc.)	1,417,700.00	1,308,657.75	1,508,543.00
Public Welfare — OAA — C.B. — Grants	5,161,251.00	5,019,236.13	6,402,910.00
County Nursing Home:			
Administration	10,862,074.00	10,717,202.15	11,512,271.00
Insurance	194,500.00	201,370.00	194,500.00
County Jail:			
Jail Expense	2,060,817.00	2,127,435.04	2,292,045.00
NHACO Dues	8,907.00	8,126.50	8,907.00

County Farm:			
Farm Expense	176,831.00	160,125.85	190,350.00
Accrued Retirement	35,000	27,424.87	18,000.00
Cooperative Extension Service:			
Expense	254,093.00	242,952.74	274,545.00
Debt Service:			
Interest:			
On Tax Anticipation Notes	350,000.00	437,906.39	500,000.00
On Long Term Notes	132,000.00	132,000.00	111,000.00
On Bonded Debt	350,000.00	350,000.00	350,000.00
Principal:			
Taxes — Farm	8,402.00	9,322.00	8,458.00
Taxes — Maintenance	6,000.00	6,000.00	6,864.00
Legal Fees	12,000.00	732.00	15,000.00
Capital Outlay, New Construction and Equipment:			
Personnel	41,790.00	39,229.96	44,717.00
Revenue Sharing Specials	9,532.00	2,186.40	-0-
Human Services	358,619.00	334,119.00	305,495.00
Computer Software	5,000.00	990.00	5,000.00
Appraisal Service	8,500.00	8,500.00	-0-
Highway Clean-up Program	45,000.00	32,748.49	45,000.00
County Convention Expense	21,363.00	13,541.35	15,506.00
Seabrook Non-Payment Taxes	-0-	-0-	684,997.00
Total Appropriations	\$24,363,578.00	\$23,964,470	\$27,599,238.00

**1988 REVENUE SHARING
4TH QUARTER
DECEMBER 31, 1988**

Title	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Balance
Cty. Attorney \$2,187.00	\$2,186.40	-0-	-0-	-0-	\$2,186.40	.60
Sheriff Dept. \$7,343.00	-0-	-0-	-0-	7,345.00	7,345.00	-0-
Grand Total: \$9,532.00	\$2,186.40	-0-	-0-	\$7,345.00	\$9,531.40	\$.60
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1987 Balance Forwarded:				9,532.34		
1988-Interest:				465.51		
				<hr/>		
				9,997.85		
Revenue Sharing Funds Used:				-9,531.50		
				<hr/>		
Year End Balance 12/31/88:				\$ 466.45		

ROCKINGHAM COUNTY COMMISSIONERS

P.O. Box 560

Epping, New Hampshire 03042

Telephone: 603-679-2256

APPROPRIATION

1988	\$24,363,578.00	
1989	<u>\$27,599,238.00</u>	
INCREASE	\$ 3,235,660.00	13.3% increase

REVENUES

1988	\$12,147,511.00	
1989	<u>\$12,874,835.00</u>	
INCREASE	\$ 727,324.00	6% increase

AMOUNT TO BE RAISED IN TAXES

1988	\$12,216,067.00	
1989	<u>\$14,724,403.00</u>	
INCREASE	\$ 2,508,336.00	20.5% increase

Ernest P. Barka, Chairman
Board of Rockingham County Commissioners

Sources of Revenue

	Estimated Revenue Previous Fiscal Year 1988	Actual Revenue Previous Fiscal Year 1988	Estimated Revenue Ensnung Fiscal Year 1989
Current Income:			
Superior Court — Fines and Forfeited Bail	\$ 173,484.00	\$ 210,057.56	\$ 185,000.00
Register of Deeds — Fees	1,500,000.00	1,413,802.93	1,400,000.00
Sheriff's Writ Fees	519,425.00	549,560.73	613,000.00
County Attorney	25,000.00	19,950.00	-0-
County Nursing Home:			
Patient Income	8,275,181.00	8,185,117.50	9,154,259.00
County Jail:			
Jail	50,000.00	46,901.94	51,000.00
County Farm:			
Farm	130,000.00	140,962.25	131,000.00
Cooperative Extension	-0-	180.86	-0-
Income Other Than Current Revenue:			
Interest	275,000.00	256,913.15	240,000.00
Welfare:			
Old Age Assistance	-0-	1,089.69	-0-
Board & Care of Children	2,500.00	5,984.55	2,500.00
Esheat Funds	10,000.00	37,759.94	10,000.00
Highway Clean-up Grant	78,259.00	38,752.19	50,000.00
Other:			
Maintenance	711,082.00	607,432.25	735,832.00
Commissioners	4,150.00	4,850.00	2,500.00
Miscellaneous & Telephone	5,000.00	1,515.79	1,500.00
Personnel	29,323.00	25,093.44	29,372.00

Proceeds of Bonds and Long-Term Notes:

Grants	150,000.00	187,052.02	167,052.00
Revenue Sharing Funds Used	9,532.00	9,531.40	-0-
R.C. Conservation District	6,000.00	6,879.00	6,000.00
Surplus Used to Reduce Tax Rate	178,575.00	178,575.14	93,820.00
NH Unemployment Ins. Reimb.	15,000.00	12,611.00	-0-
Total Income From All Sources Except Taxation:	(12,216,067.00)	11,531,070.00	(14,724,403.00)
* Amount Necessary to be Raised by County Tax	\$12,147,511.00	\$23,471,633.62	\$12,874,835.00
Total Revenues			

*Total estimated "Income From All Sources Except Taxation" deducted from estimated "Appropriations" should give "Amount Necessary to be Raised by County Tax."

I hereby certify that this is a true copy of the budget as voted by the County Convention.

PUBLIC HEARING
Rockingham County Nursing Home
Hilton Auditorium
Brentwood, New Hampshire
January 21, 1988

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

B. Gage; Walker; Flanagan; Greene; Chase; Schwaner; Skinner; Palumbo; Conroy; T. Gage; Cushing; Hoar.

OTHER HONORABLE REPRESENTATIVES

Scamman; McCain; Parr; Warburton.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Irene L. Dodge, Deputy Treasurer; Mr. Clarke R. Chandler, Treasurer; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Ms. Nancy Adams, Director, Rockingham County Cooperative Extension Service; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Nancy Lang, Administrative Assistant to the Rockingham County Nursing Home Administrator; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mr. Ernest Woodside, Supervisor, Rockingham County Maintenance Department; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Supervisor; Mrs. Louise Nash, Administrative Assistant to the Jail/House of Correction Superintendent; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Commissioners/Rockingham County Delegation; Mrs. Diane Gill, Director, Human Resources Department; Mrs. Gay Bridgham, Administrative Assistant to the Human Resources Director; Mrs. Lee Ballard, Executive Director, Area Homemaker Home Health Aide Service; Mr. Milton Grant, Executive Director, Retired Senior Volunteer Program; Mrs. Debra Peru-Hermans, Executive Director, Rockingham County Nutrition Program; Mrs. Mary Currier, Rockingham County Conservation District; Mr. David Lincoln, Chief Dispatcher, Rockingham County Dispatch; Mrs. Louise Haley, Executive Housekeeper, Rockingham County Nursing Home; Rev. Flemming, Director of Pastoral Care of the Rockingham; Mr. William Vahey, Chief, Brentwood Police Department; Mr. Kevin Paicos, Administrative Assistant to the Seabrook Board of Selectmen; Ms. Angela Pretty, Rockingham County Care Association; Ms. Priscilla Shaw of Lamprey Health Care.

The Public Hearing on the proposed 1988 Rockingham County budget was opened by Chairman Skinner at 7:30 P.M. She introduced Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners, to speak to the budget increases.

Commissioner Barka noted that the increases in the proposed 1988 budget were due to individual departments. He spoke generally to the increases within the budget, which have an overall impact on the amount to be raised by taxes.

At this point in the meeting, Chairman Skinner recognized Mr. Kevin Paicos, Administrative Assistant to the Seabrook Board of Selectman, who spoke at length to a letter which was sent to each of the Rockingham County Commissioners with regards to a financial setback that the Town of Seabrook experienced in 1987, whereby it was forced by a court order, to pay the Seabrook Station joint owners \$8,037,285. Mr. Paicos went on to state that that amount represented a tax abatement granted to the joint owners, because the town over assessed the nuclear power generating facility for tax years 1978-1982. He further noted that the Town has calculated the county's share of the tax abatement, which, he noted, was \$684,997.00, plus interest from July 1, 1987, to the present. He asked the Commissioners and Delegation what their intention was with regards to this request for payment.

Commissioner Barka explained that he, as Chairman of the Board, received the letter just recently, further noting that it was written January 15, 1988. He also stressed that he just recently gave the letter to the Rockingham County Attorney, Mr. Carleton Eldredge, for his review. Commissioner Barka went on to state that the Rockingham County Treasurer, Mr. Clarke R. Chandler, also has not had a chance to review this request, but felt that personally, the County should not have to pay this request. He added that he will look into this request further, and will notify the Seabrook Board of Selectman.

Mr. Paicos spoke in detail to the letter, noting that, to the selectman in Seabrook, the issue is a simple case of "fairness." He stressed that, since the Town of Seabrook, the Winnacunnet Cooperative School District and the County of Rockingham all shared in the revenue from the over-assessment, each should have a part in paying the consequent liability. He stressed that the taxpayer of Seabrook alone should not shoulder the burden alone.

Mr. Paicos also made reference to the budget statement which was available to each member of the public at the Public Hearing. He noted that the budget package was extremely informative and very well put together.

Commissioner Barka spoke to some significant increases in the budget of 1987,, such as salaries, oil and electrical consumption. He further noted that some areas of the budget reflect additional positions for 1988. He also explained that some items included in the 1988 proposed budget used to be taken from Revenue Sharing monies, which, he added, are no longer available in the 1988 budget. Commissioner Barka went on to state that the Jail/House of Correction population is up, stressing that that facility is experiencing an overcrowding situation, with no relief in sight. He also added that the 1987 budget was very tight.

Mr. Paicos stressed that it was his hope that this proposed 1988 budget be examined very carefully, stressing that he felt that a 35% increase in the budget over 1987 was absolutely outrageous. It was his feeling that it was not equitable to ask the cities and the towns in Rockingham County to pay that amount of an increase. Rep. Skinner noted the budgetary process, and the close scrutiny that is given to every aspect of the Rockingham County budget.

Ms. Angela Pretty of the Rockingham County Child Care Association then spoke about her agency. She spoke about the request for additional funding from the County for 1988, and the reason for such. Rep. Flanagan pointed out that the Special Budget Request Sub-Committee did restore their original request from that of the Commissioners recommendation for their budget.

Commissioner Barka reminded those in attendance that the 1988 proposed budget does not include monies for the lagoon, which is currently being studied for expansion, as well as any additions to the present Rockingham County Jail/House of Correction, or rehabilitation to the old Rockingham County Jail/House of Correction.

Commissioner Barrows stressed that it was her feeling that agencies coming to the Special Budget Request Sub-Committee should not go to towns as well as the County for their request, and further noted that each agency should service ALL of Rockingham County as a stipulation to receive County funding.

Mrs. Lee Ballard, Executive Director of the Area Homemaker Home Health Aide Service then spoke regarding her agency. She stated that her agency serves three hundred (300) cases a week or three hundred thirty (330) people per week at their own homes. She added that her agency was asking for the same amount as they did last year.

Mr. Connors of the Rockingham County Conservation District then spoke with regards to his agency, noting that they were requesting a slight increase and the reasons for such.

Mrs. Debra Peru-Hermans, Executive Director of the Rockingham County Nutrition Program then spoke about her agencies request. She noted that her program serves eight hundred (800) meals per day and seven thousand (7,000) home bound meals per year. She stressed that the Nutrition Program serves every town and city in Rockingham County, and is celebrating their tenth (10th) year in business. She also noted that the Rockingham County Nutrition Program is very close to their original request for funding ten (10) years ago.

Ms. Priscilla Shaw of the Lamprey Health Care spoke about her agency, noting that the Center was looking for additional monies for the info-center. She also noted that it was the intention of her agency to do a community services directory.

Mr. Milton Grant, Executive Director of the Retired Senior Volunteer Program then spoke about his agency, stressing that the reason that his agency asked for an increase was mainly due to growth in Rockingham County. He stressed that the Retired Senior Volunteer Program has put in 170,000 volunteer hours last year, a substantial increase over the previous year. He noted that the Retired Senior Volunteer Program is the largest program in northern New England. Mr. Grant also noted that the RSVP Program makes layettes for unwed mothers, low income families, Pease Air Force Base and Navy Yard families as well as the Lamprey Health Care.

Mr. Grant went on to state that each volunteer is covered for personal liability and accident insurance, while they are working as a volunteer for the Retired Senior Volunteer Program. He noted, with interest, that his agency goes to towns for funding requests, as well as the County. The RSVP Program runs on a fiscal year.

The Rockingham County Planning Commission agency was also discussed. It was noted that this agency requests monies from the County for three scheduled hazardous pick-ups a year at various land fill sites. Rep. Greene noted that the solid waste districts in Rockingham County have enough money so that this request for county monies can be cut. She noted that the solid waste districts should be willing to carry the costs at this point in time.

Rep. Flanagan noted that although the Special Budget Request Sub-Committee did hear from representatives of Seacoast Hospice and Rockingham County

Hospice, it was the unanimous feeling of the sub-committee that these agencies not be funded from Rockingham County funding for 1988.

Commissioner Barka noted for the record that the Chairman of the County Attorney/Medical Examiner Sub-Committee, Rep. Eugene Ritzo, had requested that a salary increase be given to the Rockingham County Attorney for budget year 1988.

There being no further business to come before the meeting, Chairman Skinner declared the meeting closed at 8:13 P.M.

Respectfully submitted,

Representative Anne Mae Schwaner
Clerk, Rockingham County Delegation
and Executive Committee

EXECUTIVE COMMITTEE MEETING

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
January 29, 1988

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo, Chairman; Schmidtchen, Vice Chairman; T. Gage; Cushing; Vaughn; Flanagan; Skinner; Blanchard; Conroy; B. Gage; Walker; Lovejoy; Hoar.

OTHER HONORABLE REPRESENTATIVES

Sherburne; Arnold; Parr; Ritzo; Benton; H. Flanders; McCain; Butler; Welch.

OTHERS

Mr. Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Mrs. Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Ernest Woodside, Supervisor, Rockingham County Maintenance Department; Mr. John Harnden of the Rockingham County Maintenance Department and Mrs. Joan Vincent, Administrative Assistant to the Supervisor of Maintenance; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mrs. Patricia M. Donovan, Assistant Superintendent, Rockingham County Jail/House of Correction; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County; Ms. Nancy Adams, Director, Rockingham County Cooperative Extension Service; Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mrs. Irene L. Dodge, Deputy Treasurer of Rockingham County; Mr. Carleton Eldredge, Rockingham County Attorney; Mrs. Shirley DeSalvo, Administrative Assistant to the Rockingham County Attorney; Ms. Traci Johns of the Manchester Union Leader; and Mr. Steven McGrath of The Exeter News-Letter.

It was noted at the outset of the meeting that Rep. Annie Mae Schwaner, Clerk, Rockingham County Delegation/Executive Committee, would not be in attendance at today's meeting, and a motion was then made by Rep. Skinner, duly seconded by Rep. Flanagan that Rep. E. Jane Walker be appointed Clerk Pro-Tem. This motion was so voted unanimously in the affirmative.

The meeting commenced at 9:15 A.M., with Chairman Palumbo thanking the Board of Commissioners, Mr. William F. Sturtevant and Mr. Roy E. Morrisette for their assistance in putting such a thorough budget package together for the Executive Committee. Chairman Palumbo detailed the major reasons for budgetary increases in 1987, noting that wages at the Rockingham County Nursing Home were increased, to bring the Home into competition with other nursing home wages. He noted that it was a vote of the Classified Salary Subcommittee, as well as the Executive Committee to increase wages for employees at the Rockingham County Nursing Home, to make wages there more competitive. As a result of increasing wages, wages in 1988 would be reflected as an increase as well.

Chairman Palumbo also noted that the County of Rockingham will have to face some major capital expenditures for the budget year 1988. He noted that there is an immediate need to expand the lagoon facilities at the Rockingham County Complex. He explained that the present lagoon facility does not adequately serve for growth at the Complex. He also noted that, as a result of a study conducted by the National Institute on Corrections, the Rockingham County Jail/House of Correction is in need of expansion. Rep. Palumbo explained that the present Jail/House of Correction facility is currently 40% higher in their inmate population than it should be. The Rockingham County Administration and Justice Building was also discussed. It was noted as a matter of record that the Board of Commissioners are currently in a dispute about the money should be paid by the Court for square footage space at the CourtHouse. It was stated by Commissioner Barka that the County is taking the stand that the Courts should not be dictating what they will space for available space at the CourtHouse, but rather the accepting what the County is charging for space. Chairman Palumbo stressed that provisions will have to be made within this years budget to expand the present lagoon facilities at the County Complex.

Salary Sub-Committee (Classified) Chairman Rep. Ednaparl F. Parr then spoke to her committee's recommendations. She reviewed the recommendations made at her committee's most recent meeting. She addressed the wages/benefits package available to county employees. It was noted that the committee recommended at county employees receive a 4% wage scale adjustment and 4% merit for budget year 1988. The current wage scale matrix was discussed. Rep. Parr went on to state that the current scale was up-graded from 13 to 25 grades and from 20 to 40 steps. Discussion ensued with regards to wages to county employees who are currently living in county owned homes. It was stated by Commissioner Barka that the Board of Commissioners is looking into phasing out these types of live-in arrangements, and will address this issued for further consideration as the time arises. A motion was then made by Rep. Schmidtchen, seconded by Rep. T. Gage to accept the report of the Classified Salary Sub-Committee, as presented. The vote on the motion was unanimous. It was noted as a matter of record that the salary issued will be brought up again at the end of the meeting for further discussion/recommendations.

Elected Salary Sub-Committee Chairman Rep. E. Jane Walker then spoke to her committees recommendations. She stated that her committee made a thorough comparison of job descriptions with the number of hours the elected official worked, together with the number of people they supervise, to make their final determinations. She stated that most of the requested information was received from elected officials, further noting that the information from the County Attorney's Office was just recently received. It was noted that each elected official was instructed to provide the Elected Official Salary Sub-Committee with pertinent information regarding their salary, of those who they supervise and other information, and further that this information should be submitted to the Board of Commissioners Office no later than September 18, 1987. Rep. Walker stated that not only was the information received from the County Attorneys Office late in arriving, but that it didn't detail the salaries of the others within the department. Rep. T. Gage spoke to the fact that there are tremendous inconsistencies in the salaries of the County Attorney and others in his department.

Questions arose as to how elected official salaries are set. It was noted for the record that the Delegation sets the salaries of elected officials. It was further stated that the salary of the County Attorney is set by statute. Rep. B. Gage spoke to the practice of granting salaries (the time frame involved) with regards to elected officials. She noted that usually, any increases given to elected officials, are not given until the next election. After further discussion, Rep. B. Gage moved, seconded by Rep. Schmidtchen to accept the report of the Elected Official Salary Sub-Committee, and that a closer review of each elected officials salary be done as their respective budget is reviewed. This motion was unanimously so voted.

The Special Budget Request Sub-Committee report was then presented by Rep. Butler, Chairman, who noted the recommendations of her sub-committee. She explained that there were two (2) new agencies, Rockingham County Hospice and Seacoast Hospice, who had requested funding from Rockingham County for 1988 and although the sub-committee felt these were two worthwhile organizations, they did not feel that the county should fund them this year. She spoke to a letter which was received by each Delegation member from the Board of Commissioners requesting that each department and sub-committee hold the line on their respective budgets for 1988, as well as no new agencies. Discussion followed with regards to the Rockingham Planning Commission. Commissioner Barrows questioned whether this request could be eliminated, as it was stated when they initially approached the County that it was a "one time request." It was also noted by Commissioner Barrows that the Rockingham County Child Care Association budget could be reduced by allowing them to utilize 5% incentive funding, which, she noted, is attached to the Settlement Funds of Senate Bill #1. Rep. Butler stressed that the Hampton Budget Committee recently voted to not recommend any human service agencies in their 1988 town budget. She stressed that if all human service agencies were faced with this type of vote from each town in Rockingham County, they would certainly be faced with a problem in their funding request. She stressed the need that agencies also approach the towns, as well as the County for funding. Rep. Butler also emphasized that, contrary to popular belief, each special budget request agency requesting funding from Rockingham County, does cover the entire county. Commissioner Barrows stressed the importance that each agency should service the entire county, as well as the fact that each agency should approach each individual town in Rockingham County, requesting further funding assistance. She also emphasized the need to review each agency, in terms of who they serve, and whether or not there is a duplication in services being provided. It was the strong opinion of Commissioner Barka that no additional monies be recommended to special budget request agencies. Rep. Butler added that Rockingham County has grown substantially and more people means more services. Rep. Palumbo reminded Executive Committee members to keep everything in perspective. After considerable discussion, Rep. Walker moved, seconded by Rep. T. Gage to accept the report of the Special Budget Request Committee. Motion so voted in the affirmative.

A motion was then made by Rep. T. Gage, seconded by Rep. Vaughn to recommend the sum of \$50,000. for the Rockingham County Child Care Association. Rep. Cushing spoke to the need for child care in Rockingham County. Rep. B. Gage stated that, although she agreed, everyone has to "tighten their belts" in light of the current situation of the County. Commissioner Barrows

added that, many of these agencies requesting monies from Rockingham County, qualify for 5% incentive funds. Rep. Schmidtchen made a motion to move the question, duly seconded by Rep. Walker. The motion was so voted in the affirmative, with Reps. Cushing, Hoar and Flanagan voting in the negative. Rep. T. Gage moved, duly seconded by Rep. Schmidtchen the following recommendations from the Executive Committee to bring forth to the Delegation: Area Homemaker Home Health Agency – \$44,000.00; Derry Visiting Nurse Association – \$42,000.; Rockingham Conservation District – \$31,600.00; Rockingham County Nutrition Program – \$29,000.; Rockingham Planning Commission – \$0; A Safe Place – \$23,000.; Rockingham County Family Planning – \$22,500.; Rockingham Child and Family Services – \$22,000.; Lamprey Health Center – \$18,174.; Retired Senior Volunteer Program – \$14,000.; Great Bay School and Training Center – \$13,200.; Women’s Resource Center – \$5,000.; Emergency Fire Training – \$3,000.; Seacoast Hospice – \$0; Rockingham Hospice – \$0. It was noted that the total of the specials, as per the T. Gage/Schmidtchen motion would total \$317,974.00 There being no further discussion, the motion was so voted in the affirmative, with Rep. Lovejoy voting in the negative with regards to the vote of the Emergency Fire Training.

Rep. Richardson D. Benton then reported with regards to the Treasurer/Deputy Treasurer and Auditor Sub-Committee recommendations. Rep. Benton stated that this budget was closely reviewed and was in full agreement by the sub-committee. Rep. Schmidtchen moved, seconded by Rep. Vaughn to accept the sub-committee recommendations of \$30,800. for Treasurer/Deputy, as well as accept their recommendations for audit fees in the amount of \$17,000. This motion was voted unanimously in the affirmative. Rep. Cushing then moved to reduce the areas of concern. This motion received no second. It was stated by Rep. Cushing that he felt the Chairman was excelerating the voting process.

Rep. Gordon Arnold then reviewed the Farm Sub-Committee recommendations. Rep. Skinner questioned whether the farmer was going to take an increase in his salary, as voted by the Delegation, when he chose not to accept it last year. Commissioner Barka noted that the Rockingham County Farm is in a state of “flex”, noting that there is a personnel issue involved, which, he noted, he did not want to elaborate on. He did note, however, that the Commissioners are still awaiting word from Mr. Bartlett as to his direction. Rep. Palumbo questioned the Commissioners as to whether or not they have looked into reducing the swine or beef herd. Commissioner Barka explained that it is more cost effective for the Rockingham County Nursing Home to purchase beef from outside sources. Rep. Palumbo noted that this suggestion is a logical step to reduce the farm budget. Rep. Blanchard stressed that the swine herd is very marketable on the inside as well as on the outside. Rep. Blanchard suggested other areas to cut the farm budget, other than reducing the swine herd, as suggested by Rep. Palumbo. Rep. B. Gage suggested that a economic review of the meat production end of the Rockingham County Farm be considered. Rep. Blanchard spoke to this suggestions stating that a great amount of detail has been done, with many professionals reviewing all aspects of the Rockingham County Farm. She did note, however, that a management problem is there. After more discussion, Rep. Blanchard moved duly seconded by Rep. Vaughn to recommend the figure of \$176,831.00 for the Rockingham County Farm. This motion was so voted in the affirmative. Rep. T. Gage moved to amend the motion, to reduce certain areas of this budget. Rep. Schmidtchen seconded the amended motion. Rep. Vaughn

spoke in opposition, stressing that the Executive Committee should move carefully — noting that both ends should be looked at — expenditures and revenues, before any changes are made. Rep. Blanchard spoke about the importance component of having inmates working on the farm. A vote on the T. Gage amendment lost. The vote on the original motion passed.

Rep. Sharburne then reported regarding the Cooperative Extension Sub-Committee recommendations. A motion was then made by Rep. Flanagan/seconded by Rep. T. Gage to recommend the amount of \$256,093. More discussion followed with Rep. Vaughn/B. Gage moving to reduce this budget by \$2,000. under public education. Several questions were raised regarding several line items within this budget. A call for the vote on the amended motion, to reduce the Extension Service budget \$2,000. to \$254,093. was voted unanimously in the affirmative.

Rep. William McCain then reported regarding the Sheriff's Department Sub-Committee recommendations. Rep. McCain spoke to the fact that Rockingham County is being faced with an increase in criminal arrests, justifying the Sheriff's request for additional personnel within his 1988 request. Rep. McCain also noted that, as the Court dictates, additional bailiffs are required to serve the court. Discussion ensued with regards to the number of bailiffs needed to serve the Court. Sheriff Vetter also spoke to the fact that there is a need to increase the line item designated for "overtime." Rep. Skinner questioned why part-timers couldn't be utilized. Sheriff Vetter stated that, with regards to law enforcement work, dependability is important. Rep. McCain stated also that each law enforcement official has to pass the police standards and training council qualifications. It was also noted that five (5) cruisers were being recommended for purchase from the 1988 budget. A question arose as to why the Sheriff's Department has not considered leasing vehicles, as opposed to buying them outright. Commissioner Barrows spoke to the fact that everyone has to "bite the bullet", stressing that all departments have had to, and they reflect these cuts. Rep. B. Gage stressed that the number of deputies has not increased in eleven (11) years, since the fee system was changed. It was noted that the sub-committee was recommending the sum of \$55,000. to replace cruisers for the Sheriff's Department. Sheriff Vetter also spoke to his concerns regarding the inadequacy of radio coverage throughout Rockingham County. Rep. Schmidtchen spoke to the possibility of a duplication of efforts regarding cruiser maintenance. After more discussion, Rep. Walker moved, seconded by Rep. Vaughn to accept the report of the Sheriff's Department Sub-Committee. Motion voted in the affirmative.

The meeting was then recessed at 12:15 P.M. for lunch. The meeting reconvened at 1:00 P.M.

Discussion ensued with regards to the Sheriff's Department. Rep. Schmidtchen moved, seconded by Rep. T. Gage to reduce the line item deputy sheriff's by \$13,000. to \$430,633. Discussion followed regarding the position in question, and the adjustment on the bailiffs. Rep. Vaughn/Schmidtchen moved to amend to reduce the sub-committees recommended amount by \$23,389.60, which would bring this line item total to \$407,243.40. The vote on the amended motion was so voted in the affirmative. Rep. Schmidtchen moved, seconded by Rep. B. Gage the clerical line item in the amount of \$86,807.00. Motion passed. Rep. Cushing wanted to go on record that the reimbursement on the State level be changed to cover all costs. It was noted that the County currently has to pay the benefits to all bailiffs of Rockingham County. Rep. Vaughn/T. Gage moved recommendation of

\$158,575. for the bailiffs line item. Motion voted in the affirmative. Rep. Conroy moved, seconded by Rep. Walker that \$4,600. be recommended under Grant & Equipment line item. Motion so voted. Rep. Schmidtchen moved, seconded by Rep. T. Gage to recommend \$123,303. for total payroll expenses. Motion adopted. A motion was then made by Rep. Vaughn, seconded by Rep. Schmidtchen to reduce the line item designated as "vehicle" (4142-38) from \$15,000. to \$0. Motion adopted. Rep. B. Gage voted in the negative. Rep. Vaughn moved, seconded by Rep. T. Gage to reduce the line item designated as Equipment and Repeater (4142-35) from \$26,000. to \$14,000. Motion adopted. Rep. Cushing asked the High Sheriff to pursue leasing vehicles utilized as cruisers, as opposed to purchasing cruisers outright, and asked that he report back to the Executive Committee with his findings. Rep. Schmidtchen moved, seconded by Rep. B. Gage the Sheriff's Department budget of \$1,438,361. Motion adopted.

Rep. Harry Flanders then reported regarding the Human Resources portion of the budget. He stated that his committee was in full agreement with the Board of Commissioners recommendations. Commissioner Barrows noted that an additional cut could be made from the Old Age Assistance budget. She stated that the recommended figure should be \$4,083,290. A motion was then made by Rep. Schmidtchen, seconded by Rep. Vaughn to recommend the new figure of \$4,083,290. for Old Age Assistance, as per the Commissioners and sub-committee recommendations. Motion adopted. Rep. Schmidtchen moved, seconded by Rep. Vaughn to recommend the sum of \$927,961 for Board and Care of Children and Grants and Mediation in the amount of \$150,000. Motion adopted.

Rep. Virginia Lovejoy reported regarding the Jail/House of Corrections Sub-Committee recommendations. She reviewed in detail, all aspects of this budget, noting that her sub-committee reviewed each line item in detail. She noted for the record that additional personnel were included in the 1987 budget for this department, due to the overcrowding the facility is faced with. A thorough review of office equipment, administration salaries and correctional officers salaries, as well as computer purchases was done. She also noted that chaplain services were discussed in length. She noted that the sub-committee learned that a new chaplain had been recently hired to cover the Rockingham County Jail/House of Correction, together with the Rockingham County Nursing Home. A motion was then made by Rep. Schmidtchen, duly seconded by Rep. T. Gage to reduce the administration salaries line item within the Rockingham County Jail/House of Correction budget to \$197,001. Motion so voted in the affirmative. Rep. Schmidtchen then moved, duly seconded by Rep. Vaughn to recommend \$2,060,817. for the total of the County Jail budget. Motion adopted.

Rep. Eugene Ritzo, Chairman, County Attorney Sub-Committee then reviewed his committees recommendations. He noted that although his sub-committee was scheduled to meet, no one was in attendance to meet with Mr. Eldredge, other than himself. He noted that the meeting was very productive, and that a thorough review of this budget was done. At that time, a complete review of the Medical Examiner portion of the budget was also done and considered. Mr. Eldredge spoke to Executive Committee members, noting that four (4) doctors are interested in the position of medical examiner, whereby it would enable the County Attorneys Office to schedule a medical examiner to be "on-call" for week-ends. Rep. Ritzo spoke to the current practice of a layperson working in the capacity of medical examiner, stressing that it was the concern of

the sub-committee that this was not a good practice. A motion was then offered by Rep. Cushing, seconded by Rep. Conroy to reduce the line item categorized as Views from \$40,000. to \$30,000. Motion adopted. Rep. Vaughn moved, seconded by Rep. T. Gage to recommend \$56,900. for the total of the Medical Examiner budget. Motion adopted.

Discussion followed regarding the salary of the County Attorney. Rep. Ritzo noted that it was the recommendation of the County Attorney Sub-Committee, that the salary of the County Attorney be increased to \$43,378. A motion was then made by Rep. Vaughn, seconded by Rep. Flanagan to increase the salary of the County attorney to \$43,378. A motion was then offered by Rep. T. Gage to amend the motion to \$40,800. The amendment received no second. Rep. Vaughn spoke about the process of going before the Salary Sub-Committee (elected officials) with this recommendation. Rep. Skinner suggested that the Elected Officials Salary Sub-Committee consider this request and bring their recommendations before the Executive Committee, prior to the 10:00 A.M. Delegation Meeting on the 6th of February. After much discussion, Reps. Vaughn and Flanagan withdrew their motion and second. It was decided that this topic would be discussed at a Friday, February 5th meeting of the Elected Official Salary Sub-Committee Meeting, and would go before the Executive Committee when they met on Saturday, February 6th at 9:00 A.M. for further consideration. Rep. Cushing moved, seconded by Rep. Vaughn to reduce the telephone line item in the County Attorneys budget from \$16,000. to \$14,000. Motion adopted. Rep. Schmidtchen moved, duly seconded by Rep. T. Gage to recommend the amount of \$527,922. for the Rockingham County Attorney budget. Motion adopted.

Rep. T. Gage reviewed the Registry of Deeds Sub-Committee recommendations. He stressed that the sub-committee made a very thorough review of this budget, noting that although a new position had been requested, the sub-committee did not recommend it. He also noted that the sub-committee had recommended used viewers as opposed to purchasing new ones. A motion was then made by Rep. T. Gage, seconded by Rep. Cushing to recommend \$590,675., as per the recommendations of the sub-committee for the Registry of Deeds budget. Discussion followed with regards to the amount of insurance for this department. A motion to amend was then offered by Rep. Schmidtchen, seconded by Rep. T. Gage to reduce the line item of insurance and bonds from \$6,300. to \$2,000, thereby reducing the total Registry of Deeds budget to \$586,375. Motion adopted. It was noted that the Revenues for the Registry of Deeds will stay the same as last year.

Discussion then ensued with regards to a request from the Superintendent of the Rockingham County Jail/House of Correction for cabinetry and equipment for the Jail console in the amount of \$11,319. Commissioner Barka noted that the commissioners did not recommend this to the sub-committee, and were not in favor of this request. Mr. Keith Clark spoke to the equipment in question, noting that it was an essential piece of equipment needed for the facility. He stressed the need to modernize what is currently in place. Rep. Flanagan spoke in favor of this request. Rep. Lovejoy questioned whether this money could be expended from some other source such as the Building Account. Rep. Palumbo suggested that the Jail/House of Correction review this request prior to the full Delegation meeting on Saturday, February 6th. It was noted that the Jail/House of Correction Sub-Committee would meet on Friday, February 5, 1988 at 10:00 A.M. in the Jail Conference Room to review this request further, with recommendations to bring forth at the full Delegation Meeting.

Rep. Palumbo then reviewed the Maintenance Department budget. He explained that a freeze was instituted by the Board of Commissioners in the latter part of 1987 to make up for some of the overages which were anticipated in the fuel and electricity account. Mr. Ernest Woodside introduced himself, and reviewed the State mandates on oil tank testing, as well as the fact that the removal of the gas tank at the Rockingham County Administration and Justice Building would have to be done. The salaries of the boilermen were then discussed, and what these salaries included. Also discussed in length, was the electrical consumption at the Rockingham County Administration and Justice Building as well as at the Rockingham County Nursing Home. Mr. Woodside wanted to go on record that he felt strongly that once he has the opportunity to submit his own departmental budget for 1989, he would be most willing to make corrections, deletions or cuts, but stressed that since the 1988 budget was already prepared, prior to his arrival at his new position, he did not recommend that any additional cuts be made.

Mr. Sturtevant spoke to his recent conversation with the Public Service Company with regards to a discounted rate for electrical consumption at the Rockingham County Nursing Home and the Complex. It was the strong feeling of Rep. Cushing that the Public Service Company ought to be approached for consideration of a discounted rate to the Rockingham County Complex. Commissioner Barka noted that he will pursue this further. A motion was then made by Rep. Schmidtchen, seconded by Rep. Vaughn to decrease the fuel line item on the Maintenance Department budget for the Rockingham County Nursing Home from \$155,200. to \$135,200. Motion adopted. Rep. Schmidtchen moved, seconded by Rep. Vaughn to reduce the fuel line item on the Maintenance Department budget for the Jail/House of Correction from \$30,600. to \$25,600. Motion adopted. Rep. Schmidtchen moved, seconded by Rep. T. Gage to recommend the figure of \$1,417,700. for the Maintenance Department budget. Motion unanimously adopted.

The Commissioners budget was then discussed. Commissioner Barka noted that it was his recommendation that each Commissioner should receive the same salary. He noted that currently, the Chairman and Clerk receive an additional \$1,000. more than the Vice Chairman. Rep. Schmidtchen moved, seconded by Rep. T. Gage to recommend the figure of \$182,541. Motion approved unanimously. It was stated that the question of making the Commissioners salaries equal should be deferred to the Elected Officials Salary Sub-Committee.

The Personnel budget was then discussed. Rep. Schmidtchen moved, seconded by Rep. T. Gage to recommend the amount of \$41,790. Motion adopted.

Rep. Schmidtchen then reviewed the Rockingham County Nursing Home budget. He noted that several increases in this budget were recommended by the sub-committee, as well as suggested cuts. Rep. Schmidtchen moved, seconded by Rep. T. Gage that the total Maintenance budget portion of the Rockingham County Nursing Home budget be recommended at \$711,082. Motion adopted. Rep. Schmidtchen moved, seconded by Rep. Vaughn to reduce the line item of the Rockingham County Nursing Home under Social Security to \$505,000. Motion adopted. Rep. Schmidtchen moved, seconded by Rep. Vaughn to reduce the line item of Retirement from \$139,762. to \$127,762. Motion approved. Rep. Vaughn moved, seconded by Rep. Cushing to reduce the equipment line item from \$6,475.00 to \$5,075.00, to utilize typewriters which are currently in the

possession of the Sheriff's Department, that have to be converted electrically. Motion adopted. Rep. Vaughn moved, seconded by Rep. Schmidtchen to delete the line item for the high speed buffer for the Housekeeping Department in the amount of \$1,500. to \$500.00. Discussion followed this motion. Rep. Flanagan moved to amend, to put the \$1,000. back into the line item designated for the high speed buffer, thereby making this line item \$1,500. This amended motion was seconded by Rep. Schmidtchen and voted in the affirmative. Rep. T. Gage spoke to the fact that pastoral care is now being shared with the Jail/House of Correction inmates as well as the residents at the Rockingham County Nursing Home, with the services of a newly hired minister. Rep. Skinner moved, seconded by Rep. Flanagan to recommend the amount of \$21,150. for pastoral care under the Nursing Home budget. Rep. Cushing spoke to his strong feelings that the County should not have to pay for pastoral care for residents as well as for inmates who are incarcerated at the Jail/House of Correction. Mr. Sturtevant explained that federal and state requirements mandate that the County provide pastoral care to meet the residents needs, further noting that it is next to impossible to expect the clergy to donate their time from their already hectic schedule. Rep. Cushing then moved to amend the motion — that the line item for pastoral care for the Rockingham County Nursing Home be reduced to \$-0-. There was no second to the amendment. A call for the vote on the original motion for pastoral care was recorded as an affirmative vote in the amount of \$21,150. Rep. Vaughn moved, duly seconded by Rep. T. Gage to recommend adoption of \$10,862,074.00 for the Rockingham County Nursing Home budget. Motion adopted.

The Rockingham County Delegation budget was then reviewed in length. Rep. Vaughn moved, seconded by Rep. Skinner to cut \$5,000. from the line item 9370-36 – Delegation Study. Motion adopted. Rep. Skinner moved, seconded by Rep. Vaughn to reduce the line item 9370-01 – Delegates per diem payments from \$12,500. to \$10,000. Motion adopted. A motion was then made by Rep. Schmidtchen, duly seconded by Rep. Vaughn to recommend \$21,363. for the Rockingham County Delegation budget. This motion was so voted unanimously in the affirmative.

General Government — Rep. Schmidtchen moved, seconded by Rep. T. Gage to reduce the line item designated for software Dev./Maint. from \$9,000. to \$5,000. Motion adopted. It was noted that the Executive Committee took action in the early part of the Executive Committee Meeting to reduce the line item designated for audit fees from \$18,000. to \$17,000.

At this point in the meeting, Rep. Cushing spoke about a letter he recently wrote with regards to an additional financial obligation facing Rockingham County. He explained further that in his letter, he informed each Rockingham County Delegation member that the New Hampshire Supreme Court upheld a decision by a lower court that required the Town of Seabrook to pay to the owners of Seabrook Station over eight (8) million dollars to resolve a dispute over the tax value of that property for the year 1976–1982. Rep. Cushing went on to state that of that eight (8) million dollar sum, approximately \$685,000. is money that went directly to the coffers of Rockingham County. As stated in his letter, he noted that the Town of Seabrook has paid the full bill, and stated that he is going before the Executive Committee today, and will go before the Rockingham County Delegation on Saturday, February 6, 1988 to request payment to the Town

of Seabrook for the County share of the bill. Commissioner Barka stated that the letter received from the Board of Seabrook Selectmen, together with a copy of the Superior and Supreme Court ruling has been sent to Mr. Carleton Eldredge, Esq., Rockingham County Attorney, for his opinion in the matter. Commissioner Barka emphasized that, once an opinion is given by the County Attorney to the Commissioners, they will take some direction upon this request. It was the suggestion that the opinion of the County Attorney and that of the Treasurer is vital in the decision making process. Commissioner Barka went on to state that the Board of Commissioners will notify the Executive Committee of the decision reached by the Board, the County Attorney and the County Treasurer with regards to the request from the Town of Seabrook. Rep. Skinner questioned the fact that although the letter in question from Rep. Cushing was written on county stationary and mailed to each member of the Rockingham County Delegation, it was, in her opinion, an issue that should have come from the Board of Seabrook Selectman. Rep. Palumbo, as well as many other Executive Committee members, commended Rep. Cushing for his efforts on behalf of the Town of Seabrook, bringing such a controversial issue before the Executive Committee.

Rep. Skinner spoke to the fact that there is a new association for county delegations, which will aide and assist them. She noted the cost of such will be \$50.00, which, she noted, will be taken from the Rockingham County Delegation budget.

The balance of Revenue Sharing monies was then discussed. Rep. Schmidtchen then moved, duly seconded by Rep. T. Gage to recommend the balance of \$9,532.00 as Revenue Sharing funds remaining for 1988. Motion adopted. It was noted that of the \$9,532.00, \$902.03 and \$1,284.37 will be subtracted for reimbursement for two (2) bills from the Rockingham County Attorneys Office, as specified in their Revenue Sharing request of 1987, and that the balance of Revenue Sharing funds will be applied to the Rockingham County Sheriff's Department, to offset that budget.

The actual revenues were noted as \$12,264,886. The bottom line of expenditures was noted as \$24,335,633.00. It was also noted that \$12,070,747. is the amount to be raised in taxes for budget year 1988. Rep. T. Gage then moved, seconded by Rep. Schmidtchen that the Executive Committee recommend that the sum of \$24,335,633.00 be the expenditures as noted in the 1988 budget; that \$12,070,747. be the amount to be raised in taxes; the actual revenues be recommended at \$12,264,866.; that the net budget surplus be recommended as \$244,919. There being no discussion following the motion, it was recorded as unanimous in the affirmative.

There being no further business to come before the meeting, Rep. Schmidtchen moved to adjourn the meeting. This motion was seconded by Rep. T. Gage and was so voted unanimously in the affirmative at 4:40 P.M.

Respectfully submitted,

Representative E. Jane Walker
Clerk Pro-Tem
Rockingham County
Executive Committee

EXECUTIVE COMMITTEE MEETING

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
February 6, 1988

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Boucher; Lovejoy; Flanagan; T. Gage; Schmidtchen; Palumbo; Walker; B. Gage; Blanchard; Conroy; Skinner; Cushing; Joyce; Hoar.

OTHERS

Representative Eugene Ritzo; Mr. Clarke R. Chandler, Rockingham County Treasurer; Mrs. Irene L. Dodge, Deputy Treasurer for Rockingham County; Mr. Roy E. Morrisette, Personnel Officer for Rockingham County; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation; *Foster's Daily Democrat* reporter.

It was noted at the inception of the meeting that the Clerk of the Executive Committee/Rockingham County Delegation would not be in attendance at today's meetings, and Representative E. Jane Walker was appointed Clerk Pro-Tem by Chairman Palumbo.

The meeting commenced at 9:00 A.M., with Chairman Palumbo speaking to the budgetary increases within the proposed 1988 budget. He pointed out that the major reason for increases was due to salaries, specifically within the Rockingham County Nursing Home, to make them compatible to those of other nursing homes/facilities.

Rep. E. Jane Walker, Chairman of the Elected Officials Salary Sub-Committee then reviewed her committees further recommendations. She noted that at the last meeting of the Executive Committee, information with regards to the salary of the Rockingham County Attorney had not been received, and therefore, her committee did not act upon this. She noted that the Rockingham County Attorney did make the pertinent information available, and that her committee had met and made further recommendations. Rep. Walker noted that her sub-committee had met prior to the Executive Committee Meeting of January 29, 1988, and had recommended that the salary of the High Sheriff be increased to \$33,500 and that the salary of the Register of Deeds be increased to \$32,500 and that all other elected official salaries would remain the same. She noted further that as per the request of the Executive Committee, her sub-committee had met on February 5, 1988 and voted further that the Rockingham County Attorney's salary be increased to \$42,000.; and further that the County Commissioner salary be raised from \$13,500. to \$14,500., with all three County Commissioners making the same salary. Rep. Walker further noted that her sub-committee had recommended that the committee go on record as being in favor of the \$25.00 per day per diem rate proposed for legislators for county business. Discussion ensued, with Rep. Blanchard noting for the record that the County Attorneys salary has had some substantial increases over the years. More discussion

followed with Rep. Schmidtchen moving to adopt the new Elected Salary Subcommittee recommendations as presented. This motion was seconded by Rep. Boucher. The vote on the motion was recorded as unanimous in the affirmative.

Discussion then ensued with regards to the Rockingham Planning Commission. Rep. Palumbo noted that at the January 29th meeting of the Executive Committee, a -\$0- recommendation was given for this agency under Non-County Specials. Distribution of a letter from the Rockingham Planning Commission was done to all Executive Committee Members. It was noted that the letter outlined the fact that district funding for 1988 would not be possible or feasible due to the fact that there is an unknown factor whether municipalities will join the Southeast Regional Solid Waste District (SRSWD). It was also noted that after town meetings, there will be three (3) solid waste districts operating within Rockingham County. Although the Rockingham Planning Commission is prepared to organize another county-wide collection, there is not enough time to coordinate the three districts to fund and implement a collection in 1988. It was further noted that the Rockingham Planning Commission has applied to the New Hampshire Division of Environmental Services for matching funds to serve the entire County. Without the county money, the Rockingham Planning Commission will not be able to raise the necessary money to match the State's funds. Discussion followed regarding the fact that this agency stated that their 1987 request was their last year requesting County funding, and now, they are requesting funding for 1988. It was the feeling of Rep. Skinner that since this agency has indicated that they would not need to seek funding in 1989, and since it was put in writing, she was agreeable to fund this agency for one more year, but stressed that 1988 was the last year. A motion was then made by Rep. Vaughn, seconded by Rep. Blanchard that the Executive Committee recommend \$25,000. to the Rockingham County Delegation, for the funding of the Rockingham Planning Commission proposed, as submitted for funding for 1988, and that the letter received from the Rockingham Planning Commission, dated February 5, 1988 from Sarah Campbell and Theresa Walker, Regional Planners, be incorporated into the Minutes of the February 6th meeting. The letter reads as follows:

February 5, 1988

Representative Vincent J. Palumbo, Jr.
Chairman, Executive Committee
Rockingham County Delegation
30 Church Street
Kingston, New Hampshire 03848

Dear Representative Palumbo:

Thank you for meeting with us this past Wednesday. As you know, the Rockingham Planning Commission applied for \$25,000. from the 1988 Rockingham County Budget to partially fund, for the third consecutive year, our annual Household Hazardous Waste Collection Program serving Rockingham County Residents. The Executive Committee recommended that the program not be funded. It is our understanding that the Committee endorses the program, but believes that the Solid Waste Districts should be responsible for funding these

collections. We have spoken with Kenneth Pelletier, Chairman of the Southeast Regional Waste Planning Board, and he agrees that this should become a Solid Waste District responsibility. However, District funding will not be feasible this year for the following reasons:

1. Because of the Town Meeting votes required under RSA 53-B, it is not known at this time which municipalities will join the Southeast Regional Solid Waste District (SRSWD). At present, 16 communities are operating under RSA 53-B as a Regional Planning Board and have not officially formed a District. In addition, the final budget (approximately \$6000,000) will not be known until after Town Meeting. This makes it impractical to rely on the District for organization and funding in 1988.
2. After Town Meeting, 1988, there will be three Solid Waste Districts operating within Rockingham County. The Rockingham Planning Commission (RPC) is prepared to organize another county-wide collection. However, there is not enough time to coordinate the three districts to fund and implement a collection in 1988.
3. The RPC has applied to NH Division of Environmental Services for matching funds to service the entire County. Without the county money, we will not be able to raise the \$25,000 necessary to match the State's funds.

Of the 56 Household Hazardous Waste Collections held in New Hampshire to date 26 were organized by the RPC for Rockingham County residents. The RPC is not compensated for the administrative costs associated with organization and implementation of the program. The collections have become increasingly successful, gaining wide support and recognition. (Our office receives frequent inquiries from local citizens as well as interest agencies in states throughout the East.) In addition to providing a means for safe disposal of over 10,000 gallons of household toxics, the program has served to increase public education and awareness on the issue of Household Hazardous Waste.

The RPC appreciates the County's support of this successful program in 1986 and 1987. Understanding the County's many fiscal obligations, 1988 will be the last year that we request county funding for the HHW program.

We look forward to continuing this successful program and hope that the County will support the collections one last time.

Sincerely,

Sarah Campbell and Theresa Walker
Regional Planners

A call for a vote on the motion made by Rep. Vaughn/Blanchard was recorded as unanimous in the affirmative. It was stressed that this would be the last year of funding for the Rockingham Planning Commission.

More discussion followed regarding the Registry of Deeds budget, and the vote of the Executive Committee regarding this budget. Rep. T. Gage explained that at the January 29th meeting of the Executive Committee, a motion was made

to reduce the Insurance/Bonds line item within the Registry of Deeds budget. Rep. Gage went on to explain that, after speaking to Mrs. Luce, he learned that this amount should not have been reduced, as it is needed to pay for insurance, and moved that this line item be restored to \$4,300. This motion was seconded by Rep. Vaughn. Discussion followed the motion. Rep. B. Gage spoke to the fact that each department should have their own insurance, rather than a blanket policy. She voiced her objection to the amount of the insurance bill, and the payment thereof. Rep. T. Gage noted that his motion would make a \$2,300. increase within this departments budget. Chairman Palumbo reminded Executive Committee Members that an Insurance Sub-Committee has already been established, and is in place and actively working. Rep. Hoar added that this sub-committee could look into insurance, with an eye towards saving money. A call for the vote on the motion made by Rep. T. Gage/Vaughn was recorded in the affirmative.

At this point in the meeting, Rep. Walker spoke to the possibility of the establishment of a sub-committee to look into disability insurance for elected officials. She stated that such a committee could make some recommendations to bring before the Executive Committee. She spoke to doing some research in this area. Also discussed was the fact that the Sub-Committee on Elected Officials voted to recommend an increase of the per diem rate for Representatives to the General Court from \$15.00 per day to \$25.00 per day, and that this recommendation go before the entire Delegation for their vote. Chairman Palumbo noted that, should the Delegation vote on this recommendation, the Delegation budget does have enough money within their proposed 1988 budget to cover this expenditure. Discussion followed with Rep. Flanagan moving, seconded by Rep. Vaughn to recommend that the per diem rate for the Rockingham County Delegation be increased from \$15.00 per day to \$25.00, as per the recommendation of the Sub-Committee on Elected Officials. Rep. Conroy spoke to the fact that she felt uncomfortable voting herself a raise. Rep. Joyce noted that other counties have increased their per diem, stressing that she didn't feel the recommendation of \$15.00 to \$25.00 was exorbitant. A question was raised as to when the last time the per diem was increased. It was noted that the Delegation voted 10 years ago to increase the per diem rate. More discussion followed, with a call for a vote on the motion. The motion to increase the per diem rate for Delegation Members from \$15.00 per day to \$25.00 per day was voted in the affirmative, with 10 yeas and 4 nays.

Rep. Boucher spoke to the fact that the sub-committee on Elected Officials should look into the position of the Rockingham County Attorney and the Registry of Deeds as an appointed position, rather than an elected position.

Discussion ensued with regards to House Bill 851 regarding juveniles incarcerated in county jails. It was noted that this Bill was referred to Interim Study. Rep. T. Gage went on to state that this Bill should be closely reviewed, as county jails are not the place for juveniles, and felt strongly that the State will drag their feet if this Bill is placed in Interim Study. He noted other alternatives available, and stressed that there is a lack of understanding concerning the situation at hand. It was the strong recommendation of Rep. T. Gage that the Rockingham County Commissioners look into this situation at their level, and refuse to take any juveniles who might be placed within their facility. It was noted that this Bill suggests that juveniles could be placed within county, town and/or city jails or the Youth Development Center. Rep. T. Gage stressed that it was his feeling that the problems lies with the State, noting that the Youth Development

Center is an alternative, even if there is overcrowding there. Rep. Virginia Lovejoy, (a member of the Jail/House of Correction Sub-Committee), spoke about the problem that is created when a juvenile is placed at the Rockingham County Jail/House of Correction. After more discussion, it was noted as a matter of record that it was the sense of the Executive Committee that they are supportive of House Bill 851 regarding the incarceration of juveniles within county jails/houses of correction. Rep. Blanchard spoke to the fact that it is these types of placements that create overcrowded situations at jails/houses of corrections.

Chairman Palumbo then reviewed the recommendations set forth from the Classified Salary Sub-Committee. He made a comparison of a 3% salary increase to that of the recommended 4% salary increased proposed by the sub-committee. He spoke to the new wage scale matrix which was recently established. Rep. Boucher spoke to his hesitation to cut the budget in the salary line item, due to the fact that 80% of the salaries for county employees are within the Rockingham County Nursing Home, and, due to the hiring problems that the Home has experienced in the past, and continues to experience, didn't feel comfortable with any proposed salary cuts.

Discussion followed with regards to the appropriation of monies for 1988 for the expansion of the lagoon at the Rockingham County Complex as well as the expansion of the Rockingham County Jail/House of Correction. Treasurer Chandler noted that any appropriations for these two items will have to be done through bonding, and stated that a supplemental appropriation will have to be done at a later date. He spoke to alternatives in funding for these items. He noted that a vote could be taken today, if it was the desire of the Executive Committee. It was the feeling of Rep. B. Gage that even though it will entail more work, she did not feel comfortable with voting of these issues at the February 6th meeting of the Executive Committee.

There being no further business to come before the Executive Committee, Rep. T. Gage moved to adjourn the meeting. This motion was seconded by Rep. Vaughn and was so voted unanimously in the affirmative at 9:50 A.M.

Respectfully submitted,

Representative E. Jane Walker
Clerk Pro-Tem
Executive Committee/Rockingham County Delegation

ROCKINGHAM COUNTY DELEGATION

Rockingham County Nursing Home
Hilton Auditorium
Brentwood, New Hampshire
February 6, 1988

PRESENT

HONORABLE REPRESENTATIVES

Anderson; Barnes; Benton; Blanchard; Blanchette; Boucher; Butler; E. Campbell; M. Campbell; Conroy; Cressy; Cushing; Fesh; Flanagan; H. Flanders; J. Flanders; B. Gage; T. Gage; Hoar; Johnson; Joyce; G. Katsakiores; P. Katsakiores; King; Lovejoy; Malcolm; McCain; M. MacDonald; Newell; Palumbo; Parr; Popov; Ritzo; Rosencrantz; Sanderson; Schmidtchen; Skinner; Sytek; Tilton; Tufts; Vaughn; Walker; Warburton; Welch; Wells.

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Clarke R. Chandler, Treasurer for Rockingham County; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Elizabeth Luce, Register of Deeds for Rockingham County; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mrs. Louise Nash, Administrative Assistant to the Rockingham County Jail/House of Correction Superintendent; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Nancy Lang, Administrative Assistant to the Nursing Home Administrator; Ms. Nancy Adams of the Rockingham County Cooperative Extension Service; Mr. Ernest Woodside, Supervisor, Rockingham County Maintenance Department; Mr. John Harnden, Assistant Supervisor, Rockingham County Maintenance Department; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Supervisor.

The meeting was opened at 10:00 A.M. with Rep. Calvin Warburton leading the group in prayer. Rep. Richardson Benton then led the group with the Pledge of Allegiance. The Roll Call was then done by the designated Clerk Pro-Tem, Rep. E. Jane Walker. Forty-five (45) representatives answered the call of the roll. A quorum was declared.

Chairman Skinner spoke to the Rockingham County 1988 proposed Executive Committee recommendations. She noted that the amount to be raised in taxes is up 30% over last year. She also noted that the Delegation will address a bond issue in the not-to-distant future. Rep. Palumbo spoke to the fact that wages were up in 1987, specifically addressing the need to increase wages within the Rockingham County Nursing Home. As a result of these increases, to make wages more competitive, the budget reflects these increases as well as those proposed for 1988. She also noted the fact that the County will not be able to receive Revenue Sharing monies, further noting that the budget, as submitted by the Commissioners, was a "no frills" budget. Rep. Skinner commended Roy Morrisette and Bill Sturtevant and their respective staffs for such a great job in putting together

the budgetary format. She called upon Rep. Palumbo to speak to the Executive Committee recommendations. Rep. Palumbo spoke to the fact that the budget is up 2.95 million over last year and, of that amount, 2.14 million is designated salary increases. He noted a \$810,000. increase in the operating budget, stressing that, of the sum, \$468,000. is in public assistance. He went on to state that Rockingham County has peaked in their economic growth, stressing that Rockingham County has finally leveled off. Rep. Palumbo noted that last year, Rockingham County had a 1.8 million dollar budget surplus, and this year, "it's time to pay the piper", noting that there was \$154,000. as a net budget surplus for 1988. He also explained that County employees salaries, in the past, were not competitive with other jobs/salaries in the area, but stressed that they have finally reached a level of competitiveness. He spoke to the outstanding work done by Rep. Warburton's Long Range Planning Committee, stating that they have given priorities to futuristic needs in the following order: a.) lagoons b.) jail/house of correction expansion c.) Rockingham County Administration and Justice Building. He also reviewed in length, Executive Committee recommendations of 9:00 A.M. on this date, stating that the Executive Committee did meet to make final recommendations to the Rockingham County Delegation. As a result of the 9:00 A.M. Executive Committee Meeting, they voted to recommend a salary increase to the Rockingham County Attorney to \$42,000. and to further recommend \$45,000. in the year 1989. Also recommended was \$25,000. for the Rockingham Planning Commission, with the notation that this would be the last year for the request. The Registry of Deeds budget was also reviewed and was increased to \$4,300. in the Insurance and Bonds line item of that budget. It was also noted that the Executive Committee voted to recommend a per diem change for Rockingham County Delegations members from \$15.00 per day to \$25.00 per day.

Rep. Warburton was then asked to speak regarding the Long Range Planning Committee. He stated that his committee requested from all departments, a listing from them regarding their suggestions/recommendations regarding futuristic planning and growth for their respective department. As a result of each departments recommendations, the committee reviewed them in detail, and recommended the following areas of concern be undertaken, in the following order: a.) lagoon b.) overcrowding at the Jail/House of Correction. Rep. Warburton spoke to a "hand to mouth" existence of county needs, stressing the need to look at everything, and prioritize. He stated that, by doing this, a program can be established for future Delegations.

Rep. Ednapearl F. Parr, Chairman of the Classified Salary Sub-Committee then spoke to the recommendations of her sub-committee. She reviewed in length, the County's insurance programs and employees benefit program. She noted that the County has adopted a new wage matrix, growing from 13 grades to 25. Rep. Parr noted that her committee has recommended a 4% salary increase to County employees, but noted that, since the budget is up so high, she would suggest a 3% increase, as opposed to the committee's recommendations of 4%. Discussion followed, whereby Rep. Parr then moved, duly seconded by Rep. Palumbo to accept the report of the Classified Salary Sub-Committee with a 4% salary increase to county employees. Motion so voted. Motion was unanimous in the affirmative.

Rep. E. Jane Walker, Chairman of the Elected Official Salary Sub-Committee then spoke to her committee recommendations. She stated that her committee met several times, and gather pertinent information from local, state and county

municipalities to make comparisons of salaries. It was the recommendation of the Elected Official Salary Sub-Committee to increase the salary of the Vice Chairman to \$15,500., as is the salary of the Chairman and Clerk; to increase the salary of the County Attorney from \$40,000. to \$42,000.; to increase the salary of the Sheriff to \$33,500.; and to increase the salary of the Register of Deeds to \$32,500. Rep. Walker then moved, seconded by Rep. Palumbo to adopt the report of the Elected Officials Salary Sub-Committee, as stated by Rep. Walker. Discussion followed with a questions as to how each elected officials wage was determined for an increase. Rep. Walker explained that the committee reviewed each position, and raised they salary slightly above their highest paid employee within each respective department. More discussion followed with a call for the vote on the motion. It was recorded unanimously in the affirmative.

Rep. Cushing spoke to his letter which he mailed to the Delegation on January 28, 1988 regarding a recent Supreme Court decision which is requiring the Town of Seabrook to pay to the owners of Seabrook Station, over eight (8) million dollars to resolve a dispute over the tax value of that property for the years 1976-1982. He noted that, of that eight million dollars, approximately \$685,000. is money that went directly to the coffers of Rockingham County. He further noted that, although the Town of Seabrook has paid the bill in full, he was requesting that the County Convention pay the Town of Seabrook for their share of the bill. He stated that in his letter of January 28, 1988, he enclosed a table that breaks down the parts of the bill, explaining the souce of the \$685,000. request. Lengthy discussion followed, whereby Rep. Palumbo noted that the County Attorney has been apprised of the situation at hand, and is reviewing the problem. Rep. B. Gage spoke to the fact that Rockingham Park, located in Salem, New Hampshire, has never gone to the County for an abatement. Rep. J. Flanders spoke to the fact that he was upset about the fact that all towns in Rockingham County have been paying their taxes, and the Town of Seabrook hasn't. Rep. Malcolm spoke against the request of Rep. Cushing.

Discussion followed regarding the Executive Committee's recommendations to increase the per diem for Delegation members. It was the vote of the Executive Committee at the 9:00 A.M. meeting to recommend an increase from \$15.00 per day to \$25.00 per day. Rep. Palumbo then moved, seconded by Rep. Schmidtchen that, as per the recommendations and vote of the Executive Committee, an increase in the per diem rate from \$15.00 per day to \$25.00 per day. Rep. Palumbo spoke to his motion, noting that Hillsborough, Merrimack and Coos Counties have voted for an increase in their per diem. Rep. Blanchette spoke against the motion, stating that because the human service budgets were not recommended an increase, she didn't feel comfortable voting an increase for Delegation per diem. Rep. Sytek also spoke against the motion. Rep. Warburton suggested that an amendment could be offered, whereby such increase could take effect with the next Convention. Rep. Warburton was reminded that one Convention cannot make rules for another Convention. Rep. Benton spoke in opposition to the motion, stating that now is a poor time to "dig our hands down into our pockets" and vote an increase. Rep. Malcolm spoke against the motion. Rep. Parr spoke in favor of the motion, pointing out that everyone is faced with an increase in the cost of gasoline and consumption. Rep. Wells spoke against the motion, stressing that as a Delegation member, he was elected to serve the public. Rep. Welch reminded Delegation members that they are voted to served the public, regardless of the amount of pay. Rep. Palumbo defined the Executive Committee

vote, and reminded the Delegation that they did, indeed vote to recommend \$300,000. in human services. A roll call was requested. A call for the vote on the motion was recorded as 12 yeas and 33 nays. The motion failed.

Rep. Palumbo moved, seconded by Rep. J. Flanders the Rockingham County Nursing Home budget in the amount of \$10,862,074., as per the Executive Committee's recommendations. Motion adopted. Rep. H. Flanders moved, duly seconded by Rep. Palumbo \$4,083,290. for Old Age Assistance, \$927,961. for Board and Care of Children and \$150,000. for Grants and Mediation. Motion adopted. Rep. Welch moved, seconded by Rep. Palumbo to accept the Executive Committee recommendations for the Jail/House of Correction in the amount of \$2,060,817. Discussion followed regarding a last minute request for a console for the Jail/House of Correction. A review of the letter from Mr. Keith Clark was done, which noted that the present radio console was hand constructed during the original construction of the new jail. The letter also pointed out that the only radio communication available to the jail is the county radio system, which is only usable to local agencies within the range of Rockingham County Dispatch. The equipment proposed is to replace the present equipment, which would eliminate the major communication problem and accomplish several other areas of concern. It was noted that this request would mean an additional \$11,000. Rep. Skinner suggested that this issue should go before the Long Range Planning Committee. Rep. Palumbo stated that the Executive Committee did not recommend this item. A call for the vote on the motion of \$2,060,817.00 was recorded as an affirmative vote.

The Maintenance Department budget was then discussed. Rep. Malcolm moved, seconded by Rep. Palumbo the amount of \$1,417,700. for the Maintenance Department budget. Discussion followed whereby it was noted that the Executive Committee did make cuts within this budget. A question was asked of the Commissioners about the lease arrangements with the Superior Court. Commissioner Barrows replied that the Commissioners are still negotiating with the Administrator of the Courts, Mr. Leidinger, stating that the courts are currently paying the County of Rockingham \$7.22 per square foot. She noted that it was the feeling of the Board that the County should be receiving fair market value per square foot in the Courthouse, in the vicinity of \$10.00-\$12.00 per square foot, and further that the Courts would be responsible for paying their own utilities. It was noted that the present situation, the County pays the utilities. Commissioner Barrows did note that the Commissioners have issued the Courts a 180 days Notice to Quit, asking that they pay \$9.00 per square foot on a triple net lease arrangement. Rep. Sytek then spoke to the fact that the Unified Court System has been a benefit to the Counties. More discussion followed, with a call for the vote on the motion. The motion was voted in the affirmative.

Rep. Palumbo/Schmidtchen moved \$1,172,309. for General Government. Motion adopted. Rep. Tufts/Palumbo moved \$182,541.00 for the Commissioners budget. Motion accepted. Rep. Palumbo moved, seconded by Rep. J. Flanders the amount of \$41,790. for Personnel Services. Motion adopted.

Discussion followed regarding the Sheriff's Department budget. Rep. McCain spoke to his committee recommendations. He then moved the sum of \$1,438,361.00 for the Sheriff's Department budget. This motion was seconded by Rep. Palumbo. Discussion followed regarding the increase within this budget. Rep. McCain noted that it was due to the request for an additional deputy sheriff position, a new clerical position, cruisers, increase in salaries and maintenance

service contracts, all of which reflect an increase to this budget. Rep. Palumbo noted that there is a good working relationship and excellent communications between the Sheriff's Department Sub-Committee and the High Sheriff. He also stressed that this department has not had an increase in staffing for over ten (10) years. Commissioner Barka reminded Delegation Members that the Sheriff was just voted a salary increase of \$5,000. There being no further discussion on the Sheriff's Department, a call for the vote on the motion was voted in the affirmative.

Rep. Sytek/Welch moved \$588,675. for the Registry of Deeds budget, as per the recommendations of the Executive Committee in their 9:00 A.M. February 6th meeting. Motion adopted. Rep. Ritzo/Palumbo moved \$529,922. for the Rockingham County Attorney budget, which includes a salary increase for the Rockingham County Attorney, as proposed and adopted by the Elected Official Salary Sub-Committee, Executive Committee and vote of the Delegation at the beginning of the meeting. Motion adopted. Rep. Ritzo/Palumbo moved \$56,900. for the Medical Examiner budget. Motion approved. Rep. Palumbo/Schmidtchen moved \$254,093. for the Rockingham County Cooperative Extension Service budget. Motion adopted.

Discussion then ensued with regards to the Rockingham County Farm budget. A motion was offered by Rep. Rosencrantz, seconded by Rep. Blanchard the amount of \$176,831. for the Rockingham County Farm Budget. Rep. T. Gage spoke to the management problem which exists at the Rockingham County Farm, and asked if this problem has been looked into. Rep. Rosencrantz explained that this is the first year in many years, that the Rockingham County Farm is in the "black." Rep. Blanchard reviewed, for the benefit of Rep. T. Gage's questions, and others, the direction of the Farm Sub-Committee. She stated that, as a result of many meetings a Task Force was put together, which is comprised of Farm Management Specialists. Several recommendations were put forth with regards to saving money at the Farm such as a reduction in the beef herd. Rep. Blanchard stressed that the Board of Commissioners were very supportive of the Farm Sub-Committee, and their workings/recommendations, attended meetings and participated. Rep. Blanchard went on to state that the Farm budget allows for flexibility, which gives the Commissioners flexibility to make sound management decisions. She pointed out the positive aspect of the Farm. There being no further discussion following the motion, a call for the vote on the motion was recorded in the affirmative.

Rep. Benton/J. Flanders moved \$30,800. for the Treasurer and Deputy budget. At this point in the meeting, Treasurer Chandler spoke to the Delegation, informing them of the bond issues that Rockingham County is still currently paying interest on. He noted the following: 1972 bonding of the Blaisdell Building; 1973 bonding of the Blaisdell Building; 1980 bonding of the new Jail/House of Correction and 1985 bonding of the kitchen/laundry. There being no questions regarding the Treasurer and Deputy/Treasurer budget, a call for the vote on the motion was recorded in the affirmative.

Delegation Expenses: Rep. Palumbo/Schmidtchen moved \$21,363. Motion adopted. Rep. Butler/Tilton moved the sum of \$358,619. for Human Services, the Special Budget Request Sub-Committee recommendation. Rep. Butler spoke to her motion, noting that Rockingham County is growing and will continue to grow. She stressed that, in order to continue to provide services, funding has to be provided. Rep. Blanchette spoke to the fact that the sub-committees

recommendations are 1.5% of the county budget, stating further that the Executive Committee recommendations are 1.4% of the county budget. She emphasized that the difference is not even one tenth of a percent more. Rep. Blanchette went on to state that the sub-committee reviewed the history of each agency requesting money. Rep. Palumbo reminded everyone that the Executive Committee worked very hard reaching their recommendations regarding special budget requests, and didn't cut them away from the budget. Rep. Blanchette stated that the sub-committee worked very hard in making their deliberations. A motion was then offered by Rep. Palumbo/seconded by Rep. B. Gage to amend the motion, to adopt the figure of \$342,974. More discussion followed following the amendment. Rep. Blanchette spoke against the amendment, stating that the Special Budget Request Sub-Committee did put a cap on each agency's request, and urged each Delegation member to vote no on the amendment and yes on the original motion. Rep. Hoar spoke to the hard work of the special Budget Request Sub-Committee, and urged Rep. Butler's motion, and asked that a roll call be taken on the vote. Rep. Malcolm questioned the types of services that agencies provide.

Rep. Butler added that the Special Budget Request Sub-Committee does not recommend funding to an agency unless they cover all areas of Rockingham County. Rep. Blanchard spoke against the amendment and supported the original motion, speaking to the hard work put forth by the sub-committee. Rep. Welch asked for a clarification of the totals for all Human Service Agencies, questioning whether the totals include or exclude the proposed sum of \$25,000. for the Rockingham Planning Commission. Rep. T. Gage spoke in favor of the amendment, stressing that the Delegations needed to hold the line on the budget. He reminded all Delegation Members that the Executive Committee has worked long and hard on their recommendations. Rep. Cushing spoke against the amendment and in support of the special Budget Request Sub-Committee recommendations.

Rep. Parr questioned how much money each agency receives from town and the one city in Rockingham County. Rep. Butler, with the assistance of Rep. Blanchette, spoke to each agency's budget, for the benefit of Rep. Parr. Rep. G. Katsakiores spoke in favor of the amendment. It was his recommendation that a task force be established to study and review non-county specials. Rep. Tufts spoke against the original motion, and against the amendment. Rep. T. Gage explained that the \$25,000. for the Rockingham Planning Commission is in the budget. Parliamentary inquiry by Rep. M. MacDonald and Palumbo. A request to limit debate was made by Reps. Palumbo/Flanagan. A roll call was requested by Rep. Hoar. On a roll call vote, the amendment was recorded as 19 yeas and 25 nays. The amendment lost. A call for the vote on the original motion made by Reps. Butler/Tilton on a voice vote, was recorded in the affirmative. Rep. Butler and her entire sub-committee, was thanked for their hard work and efforts in bringing forth their recommendations to the Executive Committee and Delegation.

A motion was then made by Rep. Palumbo/Ritzo to adopt the sum of \$9,532.00 for Revenue Sharing. Motion adopted. Rep. Cushing then moved, seconded to Rep. Cressy to allow as a one time county special, the amount of \$684,997., as was related by Rep. Cushing in an earlier portion of the Delegation Meeting, for the County's share of payment to the Town of Seabrook. Mr. Carleton Eldredge, Rockingham County Attorney, spoke to the fact that he has been unable to

determine if Rockingham County needs to respond to this request. Rep. Blanchette questioned if this matter could be resolved by a declaratory judgement. Rep. Cressy spoke to her reason for seconding the motion, stating that she wished to have the motion made a matter of discussion. Rep. Boucher spoke against the motion. Rep. Lovejoy spoke against the motion, stating that if the Delegation voted such, it would set a president. Rep. Hoar spoke to the fact that the situation should be litigated. Rep. T. Gage questioned Rep. Cushing if he would be back for assistance in funding for the years 1983-1988. Rep. Cushing replied that he would indeed be back to request such funding. Rep. J. Flanders/Palumbo moved the question. A call to limit debate was so voted. On a roll call vote, the vote was recorded as 2 yeas and 42 nays. The motion failed.

Rep. Palumbo/Schmidtchen then moved to appropriate the sum of \$24,363,578. as the total Rockingham County expenditures. Motion adopted. Rep. Palumbo/Schmidtchen moved to adopt \$12,147,511. for the total Estimated County Revenues. Motion adopted. Rep. Palumbo/Schmidtchen moved to adopt the amount of \$12,216,0670.00 for the amount to be raised by county taxes. Motion adopted. A question was raised regarding the balance of Revenue Sharing monies. Treasurer Chandler spoke to the fact that the balance of Revenue Sharing can be allocated to the Sheriff's Department. A motion was then offered by Rep. Palumbo/seconded by Rep. Schmidtchen to allocate \$7,345.00 of Revenue Sharing monies (the balance) to the Rockingham County Sheriff's Department. Motion adopted.

Prior to the recess of the meeting, Rep. Malcolm reminded all Delegation Members that the annual Rockingham County Republican Lincoln Day Dinner will be held next Friday, February 12, 1988 at the Greenhouse Restaurant in Hampton Falls.

Rep. Skinner, seeing no other business to come before the Delegation Meeting, entertained a motion to recessed the meeting. Rep. Palumbo/Schmidtchen moved to recess the meeting. Motion adopted. The meetings was recessed at 1:00 P.M.

Respectfully, submitted,

Honorable E. Jane Walker,
Clerk Pro-Tem
Executive Committee/
Rockingham County Delegation

EXECUTIVE COMMITTEE MEETING

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
April 29, 1988

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Schwaner; Walker; Blanchard; Conroy; Skinner, Chase; Lovejoy; Flanagan; Cushing, Vaughn, T. Gage, Schmidtchen, Greene, Hoar.

OTHER HONORABLE REPRESENTATIVES

Benton; Welch; Malcolm; McCain; Butler

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mr. John D. Courtney, Superintendent Rockingham County Jail/House of Correction; Mrs. Patricia M. Donovan, Assistant Superintendent, Rockingham County Jail/House of Correction, Mrs. Nancy Lang, Administrative Assistant to the Rockingham County Nursing Home Administrator; Mr. Ernest Woodside, Supervisor, Rockingham County Maintenance Department; Mrs. Irene L. Dodge Deputy Treasurer for Rockingham County; Mrs. Carrolle A. Butler-Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation and Mr. Joseph Lowery of Anderson-Nichols Company, Inc.

The meeting commenced at 10:00 A.M., with Vice Chairman Schmidtchen chairing the meeting in the absence of Rep. Vincent J. Palumbo, Chairman, of the Executive Committee. Rep. Schmidtchen explained that the Chairman had called to say that he would be delayed. Mr. Joseph Lowery of Anderson-Nichols Company, Inc. was then recognized to speak to Executive Committee members regarding the waste water treatment facility currently located at the Rockingham County Complex, and the need for expansion. Mr. Lowery explained that the site in question has been reviewed in length, and has been determined inadequate in size to handle the capacity at the Rockingham County Complex, with no allowances for futuristic needs. It was noted that the present facility is twenty (20) years old, and is extremely inadequate. Mr. Lowery detailed the system, and how it works. He outlined the five alternatives which his company presented to the Board of Commissioners and Supervisor of the Rockingham County Maintenance Department for their consideration at the March 1, 1988 work session which was held. He stated that, of the (5) alternatives, it was the recommendation of Anderson-Nichols Company, Inc. to recommend Alternative #3. After a complete review by the Board of Commissions and Mr. Woodside, it was also felt that Alternative #3 was the best solution to the problem.

Commissioner Barka pointed out that in 1980, the Board of Commissioners had a similar study done. Pictures of the present facility at the Rockingham County

Complex, and a treatment facility, as proposed in Alternative #3, located in Waterville Valley, New Hampshire, were distributed for review and observation. All five (5) alternatives, and the costs involved, were reviewed for the benefit of the Executive Committee. It was stressed by Mr. Lowery that Alternative #3 is the one which will provide the most cost effective solution to the County. The recommendation for Alternative #3 would double the capacity presently utilized. Mr. Lowery noted that, as a portion of the study, a twenty (20) year projection was done, to see what is necessary to accommodate these projections. Mr. Lowery also pointed out that Alternative #3 is the most feasible route to follow. He added that a cost estimate will be done after additional studies are done, for the purpose of the bonding issue.

Rep. Schmidtchen questioned when would work commence on the proposed project. Mr. Lowery explained that water quality tests would have to be completed during the summer months. Once these tests are done, he noted, the final design should be completed in the fall of 1988. Construction on the proposed facility could commence in the spring of 1989, with the final treatment facility being operation in the fall of 1989. Mr. Lowery added that the treatment facility in Waterville Valley, New Hampshire is the only type of its kind in the State of New Hampshire.

At this point in the meeting, Commissioner Barka asked Executive Committee members for consideration to utilize \$16,100 in the Building Account for Phase II of the lagoon study. Mr. Lowery added that, in conjunction with Alternative #3 would be the need to enlarge the current lagoon, as well as the addition of another cell. Commissioner Barka pointed out that the Commissioners had met with representatives from Anderson-Nichols Company, Inc. in March of 1988, where costs for the project, together with the necessary engineering work (final) was discussed in length. It was noted that at that meeting, Mr. Lowery stated that it was his desire and that of Anderson-Nichols Company, Inc. that, rather than taking all of the final engineering and lumping it together with the construction, which a bond issued would be needed, it was suggested and requested that the second phase of the studies be a secondary contract (Phase #1, Phase #2). It was also pointed out by Mr. Lowery at the March 1st work session that Phase #3, which would be the final design, could be incorporated into the bond issue. Commissioner Barka went on to state that at the March 1st work session, Mr. Lowery recommended that the second phase be done as a secondary agreement, with a letter from the Board of Commissioners to proceed into Phase 2 of studies. This letter would allow continuance into monitoring studies, and would also allow a better cost estimate of the facilities for the bond issue. More discussion followed with Rep. Blanchard moving, seconded by Rep. Flanagan that the Executive Committee is in agreement with the recommendations set forth by the Board of Rockingham County Commissioners and Anderson-Nichols Company, Inc., together with the Supervisor of the Rockingham County Maintenance Department, with Alternative #3, as proposed to be constructed at the Rockingham County Complex. Discussion followed, with Mr. Lowery stating that Phase II of the study will cost approximately \$25,000., of which \$20,000. is for work done by Anderson-Nichols Company, Inc. and \$15,000. for work done by the State. Commissioner Barrows comment that the \$35,000. figure was news to her, that this figure, as proposed to her by Anderson-Nichols, was substantially less. Commissioner Barka explained further that it was the desire of the Board of Commissioners to put the \$16,100. from the Building Account, towards Phase II

costs. He further noted that there is a need to build a grease trap, as a portion of Phase II, which will cost an estimated \$3,000. to be taken from the \$16,100. proposed. A call for the vote on the motion was recorded as unanimous in the affirmative.

Discussion followed with Mr. Lowery speaking to the fact that he felt a little uncomfortable, with the thought that the Rockingham County Delegation might not vote to pass a bond issue for the proposed expansion of the waste water treatment facility, and that work would be done by his company, with no assurance of payment from the County. Commissioner Barka reiterated the March 1st work session whereby Mr. Lowery had agreed with the procession, and had made these recommendations himself at that meeting. Commissioner Barka reminded Executive Committee Members that a copy of the March 1, 1988 work session, together with other supporting documentation regarding Alternative #1-5 were mailed to each Executive Committee member in March for their review. More discussion followed with Rep. Blanchard suggesting that the Board of Commissioners could come up with a financial plan to bring before the Executive Committee. Rep. Walker then moved, seconded by Rep. Vaughn that the Executive Committee authorize the Rockingham County Commissioners to spend \$16,100., presently budgeted for Phase II. More discussion followed with Rep. Walker amending her motion, to reflect the following: "that the Executive Committee authorize the Rockingham County Board of Commissioners to spend the balance of the Building Account towards Phase II." Rep. Vaughn was in agreement with the amendment, and seconded the amendment. It was the feeling of Rep. Conroy that she did not feel comfortable with the amended motion, stressing that it was her thought that Anderson-Nichols Company was looking for a direction from the County. Rep. Schmidtchen spoke about the fact that County could, at some time, enter into a "good faith" contract with Anderson-Nichols Company, Inc. Rep. Walker noted that her amendment read: "that the Executive Committee authorize the Rockingham County Board of Commissioners to spend the balance of the Building Account towards Phase II." Commissioner Barka stressed that Phase I had been completed, and that the County was now entering in to Phase II of the project. He emphasized the fact that the County Commissioners had every intention of continuing with the firm of Anderson-Nichols, and could assure Mr. Lowery, as was done at the March 1st meeting (work session) that a secondary contract (Phase #1 Phase #2) would be implemented. Rep. Blanchard then moved, seconded by Rep. Chase to limit debate. A call for a vote to limit debate was unanimously voted in the affirmative. A call for the vote on the amended motion made by Rep. Walker, seconded by Rep. Vaughn was voted unanimously in the affirmative on a hand vote.

Rep. Blanchard questioned the Commissioners about their plans on collecting the remaining monies needed for the completion of Phase II. Commissioner Barrows noted that it was the intention of the Board to get an accurate accounting, and go as far as monies would allow, and write the remaining portion into the bond which was proposed, and discussed at length with Mr. Lowery at the March 1, 1988 work session. Rep. Hoar expressed his feelings that he was not at all happy with the planning set forth by the Board of Commissioners, and felt that more definitive answers should be brought forth by the Board to the Executive Committee for their consideration. Commissioner Barka noted that the Board of Commissioners did mail out a complete package of the information provided by Anderson-Nichols Company, Inc. regarding the Alternatives #1-#5

proposed, the costs involved and Minutes of the March 1, 1988 work session. He added that this information was mailed out to Executive Committee members in mid March, 1988 for their review and consideration, from the Board of Commissioners. Rep. Schmidtchen assured Executive Committee members that the Board of Commissioners will review this situation in detail.

Rep. Benton then reviewed the Treasurer/Deputy Treasurer and Auditor budget for the first quarter. Rep. Benton stated that the Treasurers budget was currently at 19% for the first quarter, with no problems being anticipated.

Rep. David Welch then spoke to the Rockingham County Jail/House of Correction report for the first quarter. Copies of this report was distributed to each Executive Committee member for their review. Rep. Welch spoke to a "rumor" which he recently heard regarding moving work release inmates from their present location, to the calf barn at the Rockingham County Complex. He stated that, after hearing this "rumor" and speaking to others about it, he met with Commissioners Barka and Barrows to speak further about this "rumor" and his concerns. Commissioner Barrows spoke to some thoughts that the Board of Commissioners have been considering for futuristic needs of the County. She pointed out the need for shared homes for the elderly, a priority with the Board. She mentioned several locations which have been considered for shared homes, these locations she added, are currently vacated, as well as other locations which are currently being utilized. She emphasized that nothing is "written in stone." Commissioner Barrows elaborated on the priorities of the Commissioners, stating that shared homes for the elderly, and day care for children of employees head the list. Rep. Blanchard reminded Commissioner Barrows of the priorities set forth by the Executive Committee, noting the need to expand the lagoon facility, what to do with the Rockingham County Administration and Justice Building and the need for expansion at the Rockingham County Jail/House of Correction.

Rep. Welch noted that there were three (3) items within the Jail/House of Correction budget that there is essentially no control over, referring to his sub-committee report. For the record, Rep. Walker noted and clarified the request of the Executive Committee, to look into the need for a day care center for children of employees of Rockingham County. She noted that at the last meeting of the Executive Committee, it was stressed that there is a shortage of staffing at the Rockingham County Nursing Home, and with the suggestion of a day care facility, it would be an additional "benefit" to employees to receive quality day care at reasonable prices.

Rep. Welch commented that the overcrowding situation is apparent at the Rockingham County Jail/House of Correction, further noting that the County needs to deal with the situation at hand the best way they can. Mr. John Courtney, Superintendent of the Jail/House of Correction facility noted that he had been informed by the Portsmouth Police Department that they will no longer accept prisoners from area towns, due to the liability aspect. He added that the Town of Hampton has also followed suit along with the City of Portsmouth. He stressed that, by doing this, there will be large influx of prisoners who will be brought to the Rockingham County Jail facility, thus adding to the already existent overcrowding situation. It was the feeling of Rep. Blanchard that, due to the changing of policies and procedures in some towns and cities in Rockingham County, the Jail/House of Correction Sub-Committee should meet with Mr. Courtney, to establish policies of the County. Rep. Welch spoke about the Task

Force established to review the overcrowding situation within the Rockingham County Jail/House of Correction. He urged the Executive Committee to contact the Chairman of the Task Force, County Attorney Eldredge, and ask that this issue be addressed immediately. Rep. T. Gage spoke in agreement with Rep. Blanchard's suggestion of addressing policies and procedures of the Rockingham county Jail/House of Correction, stressing that the County should stand firm on their policies. Rep. Walker spoke to the fact that, as an example, the town of Hampton should not have to be liable for a prisoner arrested on State property, noting that although Hampton Police patrol the beach area at Hampton Beach, New Hampshire, that property is owned by the State, not the town. More discussion followed with Rep. Hoar moving the following: "Inasmuch as the Task Force established to review the overcrowding situation at the Rockingham County Jail/House of Correction hasn't met, the Chairman of the Rockingham County Delegation and Executive committee write a strongly worded letter, requesting that the Rockingham County Attorney call a meeting of the Task Force worthwhile." This motion was seconded by Rep. Chase. There being no discussion following the motion, a call for a vote was recorded as unanimous in the affirmative.

Rep. Skinner suggested that the Executive Committee go on record, urging a meeting of the Task Force be scheduled as soon as possible. There being no further discussion regarding the Jail budget, a motion was made by Rep. Vaughn, seconded by Rep. T. Gage to accept the report on the Jail/House of Correction budget for the 1st quarter, as presented. This motion was so voted unanimously in the affirmative.

Rep. William McCain then spoke to the Sheriff's Department budget for the 1st quarter. He explained that, after reviewing this budget in detail, he determined that there was no need for a meeting. He reviewed a problem area within this budget, noting accounting procedures for grants. Sheriff Vetter spoke to three (3) grants that the Sheriff's Department has entered into, noting that, due to the budgetary process, he is having trouble spending the monies allocated for these grants. It was noted that this is a problem that should be addressed the next time the Executive Committee meets. It was the suggestion that agenda items to come before the Executive Committee should be sent to the Chairman of the Executive Committee for review and consideration so that they can be noted for inclusion in a meeting agenda for the up-coming meetings of the Executive Committee or Delegation. It was the suggestion of Rep. Schmidtchen that problem areas, areas of concern, agenda items and the like should be put in writing from the elected official/department head, and given to the Executive Committee for their consideration. It was the suggestion of Rep. Blanchard that the accounting firm of Dennett & Dennett, CPA's who do the auditing for Rockingham County, could review the accounting procedures as they relate to grants/funding.

Sheriff Vetter also spoke to Executive Committee members regarding overtime. He noted that this is a very serious issue. He advised that, in accordance with the vote of the Delegation, one full-time deputy sheriff was hired at the beginning of the year, but stressed that the Delegation cut his overtime budget for 1988. He stressed that, in the first quarter of the 1988 budget, overtime expenses for the Sheriff's Department are already at 50% of budget. He emphasized the need to make Executive Committee members aware of this problem. It was the suggestion of Rep. Walker that a Contingency Fund be established as a line item for grants only. After more discussion, Rep. Walker

moved, duly seconded by Rep. Hoar to accept the report of the Sheriff's Department, Sub-Committee made by Rep. McCain, as well as the report submitted by Rep. Benton for the Treasurer/Deputy and the report made by Rep. Welch for the Rockingham County Jail/House of Correction. This motion was so voted unanimously in the affirmative.

Rep. Kenneth Malcolm then reported regarding the Rockingham County Maintenance Department budget. He distributed copies of his report to each Executive Committee member for their review. He noted that this budget was overtarget due to the fact that repairs had to be done at the Rockingham County Administration and Justice Building; further noting that the oil tanks at the Rockingham County Complex and at the Rockingham County Administration and Justice Building were topped off, taking advantage of the low fuel costs. Rep. Malcolm reported that necessary repairs at the Courthouse were necessary, such as painting in certain areas of the lobby in the building. Rep. Walker then moved, duly seconded by Rep. Chase to accept the report of the Maintenance Department Sub-Committee, as presented. This motion was so voted unanimously in the affirmative.

Rep. Butler then spoke regarding non-county specials. She explained that the Rockingham County Planning Commission had drawn all their funds in a "one lump sum", to expedite the hazardous household waste programs held throughout the County in various locations. She noted that all other agencies were right on target, with no problems being anticipated. Rep. Walker then moved, duly seconded by Rep. Chase to accept the report of the Special Budget Request Sub-Committee, as stated by Rep. Butler, Chairman. This motion was so voted unanimously in the affirmative.

Rep. Blanchard then give an up-date regarding the interviewing process scheduled for the position of Rockingham County Farm Manager. She stressed the fact that the Board of Commissioners should be commended for putting together a "team" of interviewers, who will sit and interview prospective candidates for the position of Farm Manager for Rockingham County on Wednesday, May 4, 1988. She added that the job description for the position in question was well written. A question was raised by Rep. Chase with regards to the utilization of the Slaughter House facilities. Both Commissioner Barka and Barrows spoke to their concerns about this operation, noting that it does generate revenue for the County. Commissioner Barka pointed out that it is one of very few slaughter houses in New Hampshire, further noting that it is State inspected. Commissioner Barka went on to state that records are kept by Mr. Morrisette, further noting that the County receive 1/3 of the monies received from the slaughtering operation. Rep. Blanchard spoke to the favorable approach the Board of Commissioners are taking concerning the farm. A motion was then offered by Rep. Vaughn, seconded by Rep. Walker to accept the farm report, as stated. This motion was recorded unanimously in the affirmative.

Rep. T. Gage then give an up-date on the 1st quarter budget report regarding the Registry of Deeds budget. He noted that this budget was on-line, and that there appeared to be no problems. He added that he was reporting in the absence of Rep. Sytek. A motion was made by Rep. Vaughn, seconded by Rep. Walker to accept the report of the Registry of Deeds, as presented. This motion was so voted unanimously in the affirmative.

A report was then given on the County Attorney/Medical Examiner portion of the budget for the 1st quarter. It was noted that travel requirements would

probably put this line item over budget. A careful look at this line item will be done. It was also noted that with the new telephone system in the County Attorney's Office, a print out of telephone utilization will be done. The Medical Examiner portion of this budget was also reviewed in length. A motion was then made by Rep. Walker, seconded by Rep. Hoar to accept this budget as presented. The motion was voted unanimously in the affirmative.

Rep. Greene then spoke to the Rockingham County Nursing Home budget for the 1st quarter. She noted that this budget was on-line, and that it was felt that there was no need for a sub-committee meeting, adding that Mr. Sturtevant, the Administrator, was away on vacation. When questioned about a high rate of vacancies in staffing at the Rockingham County Nursing Home, Rep. Greene reported that the numbers are better then they were. A motion was then offered by Rep. T. Gage, seconded by Rep. Vaughn to accept the Rockingham County Nursing Home budget as presented. This motion was unanimously in the affirmative.

Commissioner Barrows then reported that the company who currently insures the County of Rockingham for dental insurance, will no longer be handling Rockingham County. As a result of this, the Board of Commissioners decided to look at other alternatives for a dental insurer. After a rather lengthy meeting with EBPA, it was decided that the County of Rockingham, as of June 1, 1988, will be self insured for their dental program with EBPA. She added that the County employees will receive better benefits, at a substantial cost savings. Commissioner Barka added that, in the past, the Commissioners did not put insurance out to bid, but have elected to put the entire process out to bid in the upcoming year, to attract other companies.

A motion was then made by Rep. Walker, seconded by Rep. Vaughn to accept the expenditures report for the first quarter, as discussed and reviewed. This motion was so voted unanimously in the affirmative. A motion was then made by Rep. Skinner, duly seconded by Rep. Walker to accept the Revenue portion of the first quarter as presented. This motion was so voted unanimously in the affirmative.

Rep. Schmidtchen apologized for any inconvenience he caused, stating that he was trying to recognize those individuals who wanted to speak in the timely fashion and in order. He thanked everyone for their assistance and cooperation.

There being no further business to come before the meeting, Rep. Walker moved, duly seconded by Rep. Vaughn to adjourn the meeting. This motion was so voted unanimously in the affirmative at 12:10 P.M.

Respectfully submitted,

Representative Annie Mae Schwaner
Clerk, Rockingham County Executive Committee
Rockingham County Delegation

EXECUTIVE COMMITTEE MEETING

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
August 12, 1988

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Representatives: Blanchard; Walker; Flanagan, T. Gage; Hoar; Joyce; Palumbo; Conroy; Lovejoy; Schmidtchen, Chase.

OTHER HONORABLE REPRESENTATIVES

Ritzo; Parr; Butler; Welch; McCain; Malcolm; Warburton.

OTHERS

Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Carleton Eldredge, Esq., Rockingham County Attorney; Mr. Wayne Vetter, High Sheriff of Rockingham County; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff of Rockingham County; Mr. John D. Courtney, Superintendent, Rockingham County Jail/House of Correction; Mrs. Patricia M. Donovan, Assistant Superintendent, Rockingham County Jail/House of Correction; Mr. David Lincoln, Supervisor of the Rockingham County Dispatch Center; Mrs. Irene L. Dodge, Deputy Treasurer of Rockingham County; Mr. Ernest Woodside, Supervisor of the Rockingham County Maintenance Department; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Department Supervisor; Mrs. Nancy Lang, Administrative Assistant to the Rockingham County Nursing Home Administrator; Mrs. Carrolle A. Popovich, Administrative Assistant to the Rockingham County Board of Commissioners/Delegation and Ms. Susan Flood of Foster's Daily Democrat.

The meeting was called to order at 10:00 A.M., with Ch. Palumbo noting that the purpose of the meeting as to review the 2nd quarter of expenditures and receipts.

Treasurer/Deputy Rep. Benton spoke to this budget, noting that it was over \$205.00 due to the recent purchase of magazine subscriptions for the Treasurer. Rep. Benton assured Exec. Com. members that this overage was due to the volume and cost of the subscriptions, which, he emphasized, were extremely helpful to the Treasurer.

Rep. Palumbo indicated that the Commissioners budget and Auditors budget for the second quarter were on line, with no foreseeable problems.

County Attorney/Medical Examiner Rep. Ritzo reported that his committee had met, and reviewed the county attorney/medical examiner's budget in detail. He indicated that the line item for office supplies was at 72.34%, due to the purchase of materials to be utilized for long term use. The line item for office equipment was higher than anticipated, due to the purchase of a copy machine quoted at \$11,380. He also added that there was a high concern for the expenditure of coffee, books and magazines. He indicated that the books had been purchased before Mr. Eldredge's tenure, and that the coffee and magazines were a great moral booster and adds to the comfort of the persons waiting their

sessions. Rep. Ritzo further noted that since a busy trial season has passed, the high travel costs will not continue. Fewer seminars and meetings have been attended by this office, resulting in low budget expenditures.

Registry of Deeds Rep. T. Gage noted that Rep. Sytek was unavailable, and therefore, he would be giving the report. He indicated that the Registry is down 10% from what was anticipated for revenues for budget year 1988. He further added that the Registry of Deeds is down 26% below last year at this same time. Rep. T. Gage explained that due to less transactions, the postage account in this department is also down. One position will soon become vacant, and will not be filled.

Sheriff's Department Rep. McCain reported on this budget, noting that budgeting for DEA funds was done incorrectly, noting that some problems may arise from this towards the end of the budget year. He explained further that the new deputy who was hired was hired specifically to do civil work. He pointed out that duties of deputy sheriff's vary, and inclusive in these duties is guarding inmates who are placed in the hospital. Rep. McCain went on to explain that the Sheriff's Department budgeted \$18,000. for their portion of insurance for the county. As a result of re-doing the insurance, the portion to be made available from the Sheriff's Department was substantially less (\$10,000.) He indicated that this windfall of \$8,000. will be utilized to pay overtime for deputy sheriff's, stressing that not enough monies were budgeted in this line item. Rep. McCain stressed that the High Sheriff has done an excellent job of living within his budget. It was the suggestion of Rep. McCain that the Executive Committee consider a "contingency line item" within the Sheriff's Department budget for the payment of deputies who do civil paper service over-time. Several questions were raised as to the utilization of newly hired deputy sheriffs. Sheriff Vetter responded that it was originally planned to have the new deputy start work in the afternoon, and conclude in the latter part of the evening. Due to an increased work load within his department (25% increase in civil work), this specific position has been used for civil process. He stressed that no one in his department is working a straight 40-hour week, and that his department is working very hard on doing creative scheduling.

Sheriff Vetter spoke to the fact that his department is responsible for the civil process service. He further noted that attorneys charge clients a much higher rate for these services than the Sheriff's Department does. With this though in mind, it was the suggestion of Sheriff Vetter that a special program be established to charge for special services. Sheriff Vetter went on to speak to his concerns about DEA funds. He explained that these funds were incorrectly placed in the budget, through his directive. As a result, monies utilized from these funds show up on the budget as a minus. It was the opinion of the Chairman of the Executive Committee, that concerns about process of budgeting DEA funds did not need a vote from the Executive Committee. Rep. McCain spoke to his disagreement with this opinion, stating that that is one of the purposes of the Executive Committee. It was the opinion of Rep. Conroy that the entire Rockingham County Delegation should know what is going on and further, that the Executive Committee made such an authorization. Again, Chairman Palumbo reiterated that there was no need of a vote from the Executive Committee concerning DEA funds within the Sheriff's Department, clearly noting that such concerns have been brought to the attention of the Executive Committee, further noting that this expenditure is in the best interest of Rockingham County. He concluded that, as long as the

bottom line of the budget does not appear to be in jeopardy, there was no need of concern. It was the suggestion of Rep. Flanagan that the Delegation be apprised of this situation, and that pertinent information be sent to them. It was the recommendation of Rep. Walker that each Delegation member be sent a copy of the report distributed by the Sheriff's Department.

Rep. McCain also reviewed the dispatch and radio portion of the Sheriff's Department budget. He indicated that this portion of the budget was in pretty good shape. He noted, with interest, that the Sheriff's Department will be requesting additional monies within the 1989 budget for dispatching. He explained further that a way has been found to do dispatching, without the need of obtaining a separate license. He further indicated that this budget reflects radio stock purchased done in bulk.

Maintenance Department Rep. Kenneth Malcolm spoke regarding this budget. He indicated that several areas within his budget were over, due to: new lighting at the Rockingham County Jail/House of Correction/Sheriff's Department; jail supplies; motor services; elevator repairs; and boiler plant expenses. Rep. Malcolm noted that it is difficult to budget for the Rockingham County Farm Trailer utilities. It was also noted that the sludge pit motor had to be replaced and that a pump had to be replaced in the #2 well. It was noted that the Maintenance Department had a much better handle on charging. It was indicated by Rep. Malcolm that a capital reserve account be established for vehicle replacement within Rockingham County. Rep. Schmidtchen spoke to his concerns regarding the revenues portion of this budget. Mr. Ernest Woodside, Supervisor of the Maintenance Department, indicated that, although the 1988 budget was not prepared by him, he himself had concerns, noting several areas: #2 boiler – main line leaking on the top of boiler; leaking problems in the Jail/House of Correction facility; the need for a cooling tower at the Rockingham County Administration and Justice Building. Mr. Woodside also spoke to the fact that there are some problems with the repair to farm equipment, but stated that a maintenance mechanic has been working diligently in an effort to bring this equipment up to working standards. He stressed the wonderful rapport that he has with Mr. White, the Rockingham County Farm Manager. Rep. Lovejoy questioned the depth of problem areas pertaining to the Maintenance Department and the Jail/House of Correction. Mr. Woodside explained that the plastic piping which was installed in the Jail/House of Correction, has cracked, creating leaks. He explained that cracking occurs when there is expansion and contraction in the piping. He indicated that replacement of the piping in question will be done little by little.

Old Age Assistance and Board and Care of Children was reviewed by Commissioner Barrows. She indicated that office supplies were over, as a result of purchasing needed items. Office rents, she indicated, have increased, as did postage in the postage account. She also informed Executive Committee Members that revenues in this portion of the budget are up. Also discussed was **Mediation and Grants**.

Rockingham County Nursing Home Rep. Schmidtchen reported regarding this budget, noting that Rep. Pevear and Rep. Greene could not be in attendance at the meeting, and he, therefore, would make the report. He indicated that some line items are over within this budget. He also noted that some new additional staff people have been hired. Mr. Sturtevant was called upon to further review this budget. He indicated that, as per the statement of Rep. Schmidtchen, some

line items within his budget are over. He explained that the paper products line item was over, due to the purchase of additional paper products. He noted that, in an effort for that department to not utilize the dishwasher in the hot summer months, more meals were served on paper products, that could be disposed of. Mr. Sturtevant also spoke to the recent outbreak of salmonella at the Home. He stated that several theories were discussed and reviewed, with no conclusive determinations made. He noted that tests are run on individuals suspected of having salmonella. These tests, he noted, have to come back three times as negative before an employee can return to work. Mr. Sturtevant emphasized that he is holding control of costs, further noting that revenue sources are on track. He stated that Rep. Pevear and the Rockingham County Nursing Home Sub-Committee was doing a fine job regarding staying on top of his department.

Special Budget Request Committee Report Rep. Budget reported regarding this portion of the budget. She stated that, due to the fact that all budgets were on line, with no anticipated problems, her sub-committee would not formally meet until the 3rd quarterly budget reporting. She did indicate that Rockingham County Child and Family Services has changed their name to Rockingham County Counselling Center, and have moved to 9 Hampton Road in Exeter, New Hampshire. She also explained that the Rockingham County Nutrition Program has been experiencing complaints regarding the food being distributed by the Nutrition Program. She explained further that the Marriott Company provides the food to the Nutrition Program, who provides it to the elderly in Rockingham County. The director of the Nutrition Program, Mrs. Debra Peru-Hermans, has been made aware of the problem, and will work towards a solution.

Rockingham County Jail/House of Correction Rep. Welch reported regarding this budget. He indicated that the July inmate count was down in July from the month of June. He made comparisons regarding the average daily inmate count from 1987 and 1988. Rep. Conroy questioned why the account for the minister's salary was over. Mrs. Donovan, Assistant Superintendent, Rockingham County Jail/House of Correction, explained that the old budget for the minister's salary was not changed to reflect the salary of the new minister.

Rockingham County Farm Rep. Blanchard spoke to this budget, relating that there was no need to hold a Farm Sub-Committee Meeting. She explained that she, as well as other Farm Sub-Committee members, were involved in a panel to interview for the new farm manager for Rockingham County. She introduced Mr. Robert White, Rockingham County Farm Manager, to those in attendance. She assured Executive Committee members that a Farm Sub-Committee Meeting will be held for the 3rd quarter budget review.

Also reviewed was the **Cooperative Extension Service** budget for the 2nd quarter as well as **legal fees, Personnel** and **Delegation expenses**.

Salaries Rep. Ednapearl Parr noted that her committee will look at the review the salaries of employees. She indicated that her committee will meet with Mr. William F. Sturtevant and Mr. Morrisette, Personnel Manager to discuss salaries of employees for the upcoming 1989 budget. She emphasized the fact that salaries is the largest portion of the budget, further emphasizing that each department is different. If any up-grading is necessary, her committee will look into it and recommendations.

Discussion ensued regarding salaries for elected officials. Rep. Ritzo noted that a raise was given to the Rockingham County Attorney for the 1988 budget, with the notation that an additional \$3,000. is to be given to this position in 1989. He

emphasized that this was the recommendation of the Elected Official Salary Sub-Committee, the vote of the Executive Committee and Rockingham County Delegation in 1988 during budget deliberations. Rep. Walker spoke to the fact that her sub-committee had made this recommendation, as per the RSA's dealing with the salary of the county attorney. She stressed that the salary of the County Attorney is set by State Statute. Chairman Palumbo spoke to the fact that this was the time for Executive Committee Members to take any action (if any) on the salaries of other elected officials. Rep. Conroy stated that, as per the recommendations of Rep. Skinner, salaries of the County Commissioners should be considered since they haven't been done for the last 3-4 years. Chairman Palumbo spoke to the fact that salaries of Rockingham County Commissioners are higher than other counties, due to the fact that other counties in New Hampshire have County Administrators positions. He went on to state that each Rockingham County Commissioners earns \$14,500. yearly plus .22¢ per mile for travel. Discussion ensued as to the mileage and travel costs paid to each county commissioner, in addition to their salary. It was the feeling of Sheriff Vetter that although the Personnel Commission put together a new pay scale, it is very confusing. He suggested that the County ought to look towards what the State does. He spoke strongly to the fact that merit should be used as a job performance increase. He added that he was not in favor of the current merit increase system, as established by the Rockingham County Personnel Commission. It was the opinion of Rep. Parr that the Sheriff's Department does not work with the merit system, but will. Sheriff Vetter reminded Rep. Parr and others that any inconsistencies within his department pertaining to the wage/salary system, were done prior to his tenure as Sheriff. Chairman Palumbo stressed that the wage/salary, as established, is a fine concept, but stressed the need to have some of the "bugs" worked out. Rep. Walker explained that the present merit evaluation form was originally written for the utilization of the Rockingham County Nursing Home. It was her suggestion that each department could write their own evaluation plan and submit it. Rep. T. Gage spoke to being in agreement with Rep. Walker, but pointed out that one evaluation form could be used by all. Rep. Ritzo suggested that a standard scale be established. Chairman Palumbo reminded Reps. T. Gage and Ritzo that this is now what is being done.

Discussion regarding the type of coverage for employees ensued. It was noted that the County provides single membership coverage for Blue Cross/Blue Shield. The dental insurance for Rockingham County Employees, was noted as being a self insurance plan, which covers all family members. Rep. Lovejoy spoke to her concerns about travel reimbursement for County Commissioners, together with their salary they receive. Chairman Palumbo indicated that if you took the total amount budgeted for travel, and divided it by three county commissioners, in addition to their salary, they receive a little less than \$20,000. yearly. Rep. Chase questioned how many hours do commissioners put in per week. Rep. Walker indicated that, as per the questionnaires which was sent to all elected officials, the Commissioners responded that they work a 40 hours work week. Rep. Blanchard spoke to the fact that the spirit of economy should prevail, stressing that she felt it was not prudent to increase county commissioners salaries at this time, considering that they also receive mileage. Rep. Ritzo spoke to the fact that it was unfair to put salary, travel and compensation for benefits into one lump sum, when salaries are considered for county commissioners. He felt strongly that salary should be a separate issue. Rep. Hoar questioned travel

expenses and the practices for paying county commissioners such. Commissioner Barrows explained that mileage is paid to commissioners if they stop in their respective conferences that commissioners attend. Chairman Palumbo pointed out that salaries should be considered for county commissioners, so that recommendations can be made to the next Delegation. He noted that, although a vote on such would not be legally binding, it could be that of a suggestion for the 1989-1990 budget year. It was the notation of Rep. Ritzo that elected officials who run for a specific position, should know and realize the stated salary of the position. Rep. T. Gage stated that, if the Executive Committee were to continue with the thoughts expressed by Rep. Ritzo, no elected official would get a raise. He stressed that it was his understanding that the Executive Committee was just discussing recommendations to make towards the entire Delegation, who will then take it into deliberation. Rep. Blanchard spoke to the fact that presenting such information at budget time to a new Delegation, is the wrong time to discuss salaries. She stressed the point that the Executive Committee noted specific areas of concern, and should stick with those areas, as noted as: jail overcrowding; enlargement of the waste water treatment facility and the status of the Rockingham County Administration and Justice Building. She emphasized her feelings that, to be prudent, increases for county commissioners salaries should be left on hold for a two year period. She further noted that she has a problem with making salary recommendations just prior to election time. Chairman Palumbo stated that it was his intention to bring up for discussion, salaries for other elected officials in June, noting that he was looking for a consensus from the Executive Committee as to whether recommendations should be made on elected officials salaries (increases for county commissioners). It was the feeling of Rep. Parr that all elected official salaries should be discussed at this time. Rep. McCain raised a question. He queried the Chair if a County Administrators position were to come about, would the salaries of the county commissioners revert back to what they were prior to being raised? Chairman Palumbo noted that Rockingham County is without a county administrator, and that is the reason for the substantial increase in county commissioners salaries in Rockingham County from other counties who have a county administrator. It was the recommendation of Rep. T. Gage that the Elected Officials Salary Sub-Committee should be asked to review such a proposal, and make their recommendations to the Executive Committee. Discussion followed with Rep. T. Gage moving, seconded by Rep. Schmidtchen to refer the matter of salaries for elected officials to the Elected Officials Salary Sub-Committee – for them to make a recommendations on this and present such recommendations to the Executive Committee at the 3rd quarterly budget report meeting. A call for the vote on the motion was voted in the affirmative, with Rep. Chase, Joyce and Lovejoy opposed. Rep. Walker was recorded as abstaining.

Commissioner Barrows then gave a brief overview of the proposed day care center for employees of Rockingham County. She noted that there appears to be monies available from within the 1988 budget that could be utilized. She explained that the position of Day Care Center Director has been advertised, but that no interviews have been scheduled at this point. She pointed out that this

topic was a topic of lengthy discussion when the Executive Committee last met, as well as at the 1988 budget hearings with the entire Rockingham County Delegation. It was noted that the Executive Committee and Delegation did authorize funding up to \$10,000. to being the program, and was very much in favor of this concept. Chairman Palumbo reiterated this statement, noting that the Executive Committee did ask the Commissioners to pursue this proposal. He advised that the Commissioners are working towards accomplishing this task, and will report back to the Executive Committee concerning the numbers which will be served, with the notation that the program will be self supporting. Commissioner Barrows stressed that the Board of Commissioners would keep the Exec. Com. Chairman abreast of the situation, in an effort to keep him up-to-date. Rep. Palumbo stressed that the program will not be a "free-bee". He stressed that the County should go forward with this program with a positive attitude. Rep. Welch asked for reassurance that if the program is implemented, that the program will be self supporting. Chairman Palumbo reassured Executive Committee members that no one will be moved, to accommodate this facility, and further, that the program would be a cost effect way to save additional expenses for salaries of part-time nursing personnel at the Rockingham County Nursing Home.

Discussion ensued with regards to the salary increases of elected officials proposed. Rep. Walker noted for the record that she intended to resign as Chairman of the Elected Officials Salary Sub-Committee. Rep. Schmidtchen asked the Commissioners about the progress of the expansion of the waste water treatment facility. He asked that the Board of Commissioners keep the Executive Committee abreast of the work being done by Anderson-Nichols & Company. Commissioner Barrows added that the Jail Task Force on Jail Overcrowding has met several times, and, as a result of these meetings, it has been determined that there is a need for alternative sentencing and speedier trials. Rep. Walker added that, at the last meeting of the Elected Officials Salary Sub-Committee Meeting, she did not note. At this point in the meeting, Rep. Walker officially resigned as Chairman of the Elected Officials Salary Sub-Committee. Both Representatives Skinner and Palumbo stated that they would work together to appoint a new Chairman.

At this point in the meeting, Rep. Schmidtchen moved, duly seconded by Rep. Chase to appropriate \$150.00 from the Delegation expenses line item for the New Hampshire Association of Counties Conference to be held September 14-17, 1988 at the Sheraton Portsmouth in Portsmouth, New Hampshire.

Rep. Malcolm announced that the Republican Party is having a garage sale at Ashton Norton's home in Hampton, New Hampshire on August 20, 1988. He also advised that a cook-out will be held on September 10, 1988 at the Masonic Temple in Portsmouth, New Hampshire to benefit republican candidates running for offices.

There being no further business to come before the meeting, Rep. Conroy moved, duly seconded by Rep. T. Gage to adjourn the meeting. This motion was so voted unanimously in the affirmative at 11:50 A.M.

Respectfully submitted,

Rep. E. Jane Walker
Rockingham County Executive
Committee Delegation Clerk Pro-Tem

EXECUTIVE COMMITTEE MEETING

Commissioners Conference Room
Rockingham County Nursing Home
Brentwood, New Hampshire
November 28, 1988

PRESENT

HONORABLE EXECUTIVE COMMITTEE MEMBERS

Palumbo, Schmidtchen; T. Gage; Vaughn; Skinner; Flanagan; Boucher; Chase; Blanchard; Conroy; Hoar; Greene; Joyce; Walker; Schwaner.

OTHER HONORABLE REPRESENTATIVES

McCain; Ritzo; Benton; Malcolm; Warburton

OTHERS

Commissioner Ernest P. Barka, Chairman, Board of Rockingham County Commissioners; Commissioner Maureen Barrows, Vice Chairman, Board of Rockingham County Commissioners; Mr. Wayne E. Vetter, High Sheriff of Rockingham County; Mr. William F. Sturtevant, Administrator, Rockingham County Nursing Home; Mrs. Rebecca Tarleton, Administrative Assistant to the High Sheriff; Mr. Ernest G. Woodside, Director, Rockingham County Maintenance Department; Mrs. Joan Vincent, Administrative Assistant to the Maintenance Director; Mr. Roy E. Morrisette, Personnel Manager for Rockingham County; Mrs. Irene L. Dodge, Deputy Treasurer for Rockingham County and Mrs. Carroll A. Popovich, Administrative Assistant to the Board of Rockingham County Commissioners/Rockingham County Delegation.

The meeting commenced at 10:00 A.M. It was noted that the purpose of the meeting was to review expenditures and receipts for the 3rd quarter of the 1988 Rockingham County budget. Chairman Palumbo then asked for the report of the Elected Officials Salary Sub-Committee. Rep. Malcolm deferred the report to Rep. Vaughn, who noted that effective July 17, 1987, certain laws (state statutes) speak to the timing involved regarding voting salary increases for elected officials. He indicated that there is a timing factor involved, which actions of the Executive Committee did not fall within. It was the desire of Chairman Palumbo that this specific law should be researched and should be sent out to all Rockingham County Delegation members, so that they are aware of the ramifications. Rep. Walker indicated that the Elected Salary Sub-Committee referred to the old state statute regarding increases for elected officials, not the new ones, as referred to by Rep. Malcolm. It was stated by the Chairman that the new laws, as well as comparisons of the old ones, would be fully investigated and a report will be given to the Executive Committee. It was the further suggestion of Rep. Warburton that Rockingham County investigate legal options available regarding such salary increases. Rep. Blanchard spoke to the need to adhere to the law.

Treasurer and Deputy Treasurer Report Rep. Benton then spoke to this department's budget, noting that it is right on line. He indicated that the Treasurer is currently looking in to the borrowing of monies, to finance the up-grading of the waste water treatment facility at the Rockingham County Complex. He noted that the Treasurer will be present at the December 16, 1988 meeting of the

Rockingham County Executive Committee, where they will vote to authorize the Treasurer to borrow in anticipation of taxes for 1989.

Commissioner Barrows then gave an up-date on the Rockingham County Administration and Justice Building. She indicated that back rent is due from the State for the lease of space within this facility. She noted with interest that Mr. Leidinger informed her that the legislative body appropriates monies for the Superior Court, and further, that the Rockingham County Board of Commissioners should approach the Rockingham County Delegation regarding the appropriation of rent. She noted her disbelief in the statement made by Mr. Leidinger. Rep. Boucher suggested that a surcharge be done to the State if the rent is not paid. Rep. Skinner, Chairman, Rockingham County Delegation and Rep. Palumbo, Chairman of the Executive Committee will speak with Mr. Leidinger, Administrative Officer of the Courts, State of New Hampshire, about this budget and the lease arrangements set forth.

At this point in the meeting, Rep. Hoar was excused from the meeting.

Commissioners Report It was stated that the Commissioners budget is right on target. Commissioner Barrows indicated that the Appraisal Service should be done by the end of the year.

County Attorney Rep. Ritzo reported regarding this budget, noting that this departments budget is a little bit over. He indicated that the Unemployment Insurance is running over, due to rate changes, which affects each departments budget.

Registry of Deeds Report Rep. T. Gage reported that as of September 30, 1988, the Registry of Deeds budget was at 65% of expenditures and 69% of their estimated revenues. Rep. Gage noted that the Register does not anticipate making the estimated revenue total. He further related that the budgetary amount for supplies will not be utilized to the maximum, as thought. Rep. T. Gage noted that the 1st quarter of the budget was really slow, with hopes that the 4th quarter will pick up.

Sheriff's Department Rep. McCain reported that this budget was on line, with no foreseeable problems. He distributed a copy of his formal report to those present.

Maintenance Department Mr. Ernest G. Woodside, Maintenance Director, was then introduced. He spoke to a recent oil spill (11/12/88) at the Rockingham County Complex. He indicated that the spill has been contained and is still being cleaned up by Jet Line Services. He stressed that, due to the cold weather that has been experienced lately, it sets the process back. Mr. Woodside spoke to the fact that the County's insurance will only cover \$5,000., provided that a malfunction occurred. If not, the cost is not covered. Mr. Woodside also explained that the emergency generator blew three (3) pistons at the Rockingham County Nursing Home. He advised that another emergency generator is on site, which is a rental unit. The pistons on the generator will be replaced, and the whole system will be rebuilt. He added that the rental equipment is expensive, and was not sure of the costs involved. Mr. Woodside further elaborated regarding the leaks at the Rockingham County Jail/House of Correction. He explained that these leaks have been corrected, but that leaks are still a problem at the Rockingham County Nursing Home. He added that some areas within the Home have been corrected, with recaulking being done. Mr. Woodside explained that the old section of the Rockingham County Nursing Home is the area where the leaks are being experienced (where the old section meets the new section). It was the suggestion

of Mr. Woodside that such necessary repairs be done in a "phase program", where the cost factor is determined over the years. It was stated by Chairman Palumbo that Mr. Woodside should detail his listing of requirements/needs in a priority listing basis.

Commissioner Barka then spoke to the Executive Committee regarding their consideration of authorizing \$300,000. for capital improvements for budget year 1989. He explained that when the county goes out to bond, \$300,000. could be set aside for "capital improvements" to be used when the need arises. He added that any capital improvement would go before the Executive Committee for their review and consideration. He related that the Commissioners are working closely with Mr. Woodside on a prioritized list to bring before the Executive Committee. Rep. Boucher spoke in favor of such a request, stating that it was an outstanding approach, stressing that the Commissioners have held the line on expenditures over the last few years. Commissioner Barrows added that the Board of Commissioners has asked that Mr. Woodside submit a very truthful budget request.

At this point in the meeting, Representative Warburton gave an up-date on the waste water treatment facility. He indicated that recently, he met with the Commissioners, together with Mr. Woodside, representatives of the Environmental Protection Agency and Anderson-Nichols representatives regarding the waste water treatment facility at the Rockingham County complex in Brentwood, New Hampshire. Rep. Warburton made reference to the breakdown of costs involved, as proposed by Anderson-Nichols. It was the feeling of Rep. Warburton that the bond for the expansion of the waste water treatment facilities should include other improvements at the Complex, as well as other areas, so that the proposed minimum security building being considered can be utilized right away. Mr. Woodside added that the Board of Commissioners, as well as himself, have been looking at available sites for a minimum security facility, as well as the utilization of the old jail. He added that, sooner or later, the old jail will be explored. He indicated that the Commissioners wish to explore all alternatives and locations before a determination is made. Rep. Welch added that the Jail Overcrowding Committee is looking at alternatives such as stainless steel cells. It was noted that modular units were also explored, and were found to be inadequate for the needs of the county. Commissioner Barka added that pre-fabricated buildings have been explored which cost far less and can be utilized in many aspects. Rep. Welch stressed that every aspect should be looked at before a determination is made. Commissioner Barrows added that the Jail Overcrowding Study is on-going. A meeting has been set up with Judge Marshall and Chairman Eldredge regarding alternative sentencing. It was the strong suggestion of Commissioner Barrows that Chairman Eldredge be "prodded" to get going.

She added that the Rockingham County Cooperative Extension Service approached the Board of Commissioners with regards to leasing a building from the county, whereby the county would be the landlord. It was the hopes of the Cooperative Extension Service of Rockingham County to combine with the Soils Conservation Service in one location. It was suggested by the Commissioners that perhaps the old jail could be used to house these two agencies. Sheriff Vetter suggested building a one story building, where his office could be housed, and utilize the space presently utilized by his department for a jail. Chairman Palumbo noted that the existing facility can facilitate a wing which was omitted when built, onto the present facility. He pointed out that it is the feeling of some

Delegation Members that a new wing should be built, and address the overcrowding situation at hand, rather than doing "stop gap measures" which might be outdated shortly. Rep. T. Gage noted his concerns about addressing the issue of utilization of the old jail. Chairman Palumbo, speaking for the Executive Committee, commented that the old jail is a "dead issue" and preferred the Board not to "fool around with this issue."

Rep. Greene spoke to her concerns about the expansion of the sewage facility at the Rockingham County Complex. She stressed that the first priority should be the expansion of this facility, before anything else is considered. Commissioner Barka pointed out that the waste water treatment facility will accommodate the expansion of the Rockingham County Jail/House of Correction. Commissioner Barka added that the cost factors involved for a pre fabricated building to be utilized for a minimum security facility will be made available at the December 16, 1988 meeting of the Executive Committee. Rep. Blanchard spoke to her feelings regarding the old jail, noting that she felt it was a useful structure, so long as it is utilized for "non jail use." She suggested that other agencies might like to utilize this structure, who might make better tenants than the State. Mr. Woodside indicated that the cost factors for the expansion of the lagoon facilities are not known at this point. He explained that some equipment which is currently being used on site, cannot be used with the new facility, adding that the equipment currently there is old and in need of repair.

Rep. Parr made the notation that she would like the various departments to bring in their salary requirements, so that her committee has ample opportunity to review these requests. Commissioner Barrows reported regarding Old Age Assistance. She indicated that a shortfall might occur, and if it does, the County will have to wait in sending the State their monies.

Rockingham County Nursing Home Rep. Greene noted that the Home is reasonably on line. Mr. Sturtevant indicated that the Child Care Director has been hired. He noted with interest that the State still has to approve the facility. The Brentwood Fire Chief has inspected and given his approval of the facility. Approval has also been gained from Dr. Reiner as well. The Maintenance Department has some work to do in this building to get it up and running by the second week of December. At this time, Mr. Sturtevant also point out the staff within the Rockingham County Nursing Home is presently down 20 nurses aides. He indicated that a nurses aide class for the 3-11 shift only is now in progress. He emphasized that he is still using innovative means for hiring licensed personnel. He noted the advantages of having a nursing pool that he can draw from, rather than utilizing outside agencies. Mr. Sturtevant strongly pointed out that the Child Care Center certainly is an asset to recruiting staff at the Home. He added that it will also help with staff retention. Mr. Sturtevant explained that recruitment bonuses are still being done. Chairman Palumbo pointed out that the Executive Committee really assisted in helping to overcome a shortage in staffing at the Rockingham County Nursing Home, noting that at one time, the County "really had an epidemic" in the shortage of staffing. He praised Mr. Sturtevant for his creative hiring process and implementation of various programs. Rep. Schmidtchen added to Chairman Palumbo's words by noting that Mr. Sturtevant has done an excellent job. Commissioner Barrows added that Mr. Sturtevant has kept current with the hiring process. She pointed out that the Commissioners have, and will continue to keep the Executive committee abreast of the status of the child care center. Rep. Parr noted for the record that she thought the child

care center was a great idea! Commissioner Barrows noted that there are eight children presently enrolled in the center. She related that it is her hope that the center grow gradually , rather than all at once. She noted that she managed to save the county money on the purchase of curtains for the center , by purchasing them from Building #19, at a far reduced costs as what was originally anticipated. She personally invited Executive Committee members to view the facility.

Rockingham County Jail/House of Correction Rep. Welch noted that this budget is currently 4.65% over budget, noting that certain areas have run his budget over. One area of concern was “bulk purchases”, which are “one time purchases”.

Rockingham County Farm Rep. Blanchard spoke to the fact that presently, the Rockingham County Farm was 72% expended. Revenues were at 77%. She indicated that a lot of changes have been done, and complimented the Board of Commissioners on a very professional job of getting the farm “on line”. She noted that Mr. Robert Kidder has been hired as the new Rockingham County Farm Manager, who came to the county from Merrimack County Farm. Rep. Blanchard indicated that equipment repairs to farm machinery, as well as building repairs have been substantial. Commissioner Barka added that the new farm manager is very knowledgeable about the budgetary process, farming, animal medicine, agriculture, etc. Commissioner Barka thanked the Farm Subcommittee for their assistance and cooperation in getting the Rockingham County Farm pointed in a most positive direction.

It was noted for the record that the Cooperative Extension Service budget was not experiencing any problems. It was noted that the payroll program (software) was in the process of being changed in the payroll office at the Rockingham County Commissioners Office.

Delegation expenses — It was noted that the Delegation expenses are under budget. It was stated for the record that the sub-committees and their respective chairmen do an excellent job of keeping the costs down.

After considerable discussion, Rep. Schmidtchen moved, seconded by Rep. T. Gage to accept the report of expenditures of the 3rd quarter as presented and reviewed. This motion was so voted unanimously in the affirmative.

A motion was then made by Rep. T. Gage, duly seconded by Rep. Schmidtchen to accept the Revenue portion of the 3rd quarterly budget report as presented and reviewed. This motion was so voted unanimously in the affirmative.

There being no further business to come before the meeting, Rep. Schwaner moved, duly seconded by Rep. T. Gage to adjourn the meeting. This motion was so voted unanimously in the affirmative at 10:50 A.M.

Respectfully submitted,

Representative Annie Mae Schwaner
Clerk, Executive Committee of the
Rockingham County Delegation

ROCKINGHAM COUNTY NURSING HOME 1988 Annual Report

TO: THE HONORABLE BOARD OF ROCKINGHAM COUNTY COMMISSIONERS

I respectfully submit the Annual Report for the Rockingham County Nursing Home. This past year was challenging for all personnel and residents of the Home. Throughout the year we faced many crisis including staffing, influenza, and salmonella. However, I am again proud to report that through the dedication of the staff of RCNH residents continued to receive quality care. Rockingham county taxpayers have a health care facility they can be proud to own.

While we continued to face the staffing shortage, as most health care facilities throughout the county, state and country, we have made great strides improving our staffing level. Among the programs that we have inaugurated we are most proud of the Child Care Center, which is located in the house formerly occupied by the Farm Manager. This center should assist the Home as well as other county departments in recruitment and retention of qualified personnel.

As of December 1988 the vacancy rate in the Nursing Department has a 8.55% compared to 15% in January 1988. Vacancy rate for licensed personnel in January was 23% in December 2% for Certified Nursing Assistants January 16% December 11%. In January, we were forced to use "Nursing Pools" that were costing the county upward to \$125,000.00 per year. We have developed our own Per Diem Staff for RCNH along with hiring licensed personnel to work weekends only. While we will now be using our per diem staff and only supplementing with nursing pools we expect to see a savings in personnel costs. The recruitment and retention of Certified Nursing Assistants continued to be a challenge. We hope that with the Child Care Center and the other innovations we can improve in this area as well.

In 1988 we were not forced to close admissions due to the lack of adequate personnel as we were in 1987. However two events in 1988 forced the closing of the facility for the first time in nine years. In late winter the Home was hit severely by Influenza striking residents and staff. We worked closely with the Bureau of Communicable Disease in Concord, as well as, staff from the Center for Disease Control, Atlanta, Georgia. Since there was a greater than normal number of flu like cases in the Home we felt it prudent to close the Home to visitors and suspend admissions. Without the assistance and cooperation of the staff, volunteers, family and the media I do not believe we would have had as quick a recovery. The outcome of the illness caused the Home to have as many as sixteen (16) open beds in mid March.

On June 18, 1988, the facility faced a health crisis; when we were notified by officials from laboratory that a case of salmonella had been discovered. We immediately informed state officials of the reported infection and took steps to locate the cause of infection. Although we did not close the Home to visitors we did stop admissions for the protection of anyone new entering the Home. Many residents and staff were ill throughout the period with an intestinal illness, however a total of 26 individuals, staff and residents, were confirmed positive cases of the illness. We were finally cleared of any signs of the illness in mid August. Preliminary reports indicated the source of the illness to be ice machines in the main kitchen and staff dining rooms. We are currently awaiting a final report from the Bureau of Communicable Disease.

The average age of residents within the facility as of December 31, 1988, was 80.3 years, with 131 residents 85 years or older, 45.4% of the Homes population. These figures represent no change from those of 1987.

Among our goals for 1989 is the continuance of upgrading the computer system. As we completed the computerization of the Pharmacy Department and Receiving in 1988 we plan to introduce the system to the Social Service Department and Admissions in 1989.

We will continue to exercise our commitment to recruiting the best possible staff to care for residents of Rockingham County.

We plan to research the establishment of Shared Housing, Shelter Care Facility, Group Home or Elderly Housing on the County Complex. We understand that while we are not currently allowed to open such facilities due to the limitation of the sewage treatment plant, we wish to be ready to move once this phase of construction is complete.

Throughout 1989 we will be working toward implementation of the reforms on long term care as outlined by the Federal Government. These reforms were enacted by Congress, December 1987. The State of New Hampshire will be enacting new rules and regulations to meet purposes outlined in the Act. I represent County Nursing Homes on the Long Term Care Reform Oversight Committee. This committee was appointed by the Commissioner of Health and Human Services, to assist the State in its implementation of the Act. These changes may be of concern to our employees as well as Administration, County Commissioners and County Delegation. The employees will be effected by new education requirements and increased paperwork. The Administration will be required to implement reforms, while the Commissioners, and the Delegation will be charged with the costs of implementation.

Rockingham County Nursing Home has continued to receive many fine compliments from visitors and families for the fine care provided to the residents of the Home. The Annual Inspection of Care completed by the Bureau of Health Facilities confirmed the comments. We will work toward keeping this fine reputation of excellent care and homelike atmosphere.

Thank you to all the volunteers, individuals as well as, groups that have served the Home throughout 1988.

To the "E.F.F.O.R.T.S." Committee thank you for the fund raising activities throughout 1988. It is the hope of all by the summer 1989 final work for the "Antenna Fund" will be completed, then onward to a new project.

A word of thanks to Mr. John Courtney, Corrections Administrator; Mr. Robert Bartlett and Mr. Robert White, former Farm Manager, and welcome to Mr. Robert Kidder the current Farm Manager, thank you to Sheriff Wayne Vetter; and members of their respective departments for the assistance and cooperation throughout 1988.

Thank you to Mr. Ernest Woodside and members of the Maintenance Department for their work and assistance in keeping the Home well maintained. A note to those members of department that spent hours plowing and digging our snow for clear parking lots at the arrival of each shift.

My report would not be complete without again recognizing the fine personnel of Rockingham County Nursing Home. I know that 1988 was a difficult year for each as we struggled with staffing requirements, major illnesses; without this group of dedicated employees we would not continue to operate as a "Class A" reputation throughout the State of New Hampshire. My personal thanks to

each of them, I hope that 1989 brings a productive, smooth and enjoyable year.

Thank you, and an expression of gratitude to the Rockingham County Delegation and the Board of County Commissioners for their assistance and guidance throughout 1988.

Respectfully submitted,

William F. Sturtevant
Administrator

ROCKINGHAM COUNTY NURSING HOME CENSUS 1988

Total Census	January 1, 1989	287
Total Admissions		115
Total Discharges		142
Total Deaths		105
Total Census	December 31, 1988	287
Total Resident Days:		104,264
Daily Average Census		285.63
Highest Census		290.00
Lowest Census		273.00
Daily Average:		
Mitchell Building		39.70
Fernald Building		81.75
Underhill Building		57.53
Blaisdell Building		106.65
Average Age of Residents December 31, 1988		80.34
Average Age of Resident Death		84.43
Average Age of Resident Admission		78.65
Average Length of Stay	2 years – 5 months – 8 days	

ROCKINGHAM COUNTY FARM 1988 ANNUAL REPORT

The Rockingham County Farm continues to supply beef and pork to the Rockingham County Nursing Home Dietary Department. This year the farm supplied 48,000 pounds of beef and about 18,400 pounds of pork to the Home. This is dress weight.

The farm had an average year for hay putting up about 12,890 bales of hay. Most of this hay is sold to horse farms.

We had a good crop of corn, putting up 386 tons of corn silage. This silage is fed to the beef herd. There are 152 head of beef cattle and 145 hogs on the Farm.

Robert Bartlett retired on June 1, 1988 as Rockingham County Farm Manager. Mr. Bartlett had worked for the County for almost ten years. On June 3, 1988, Robert White was hired as Farm Manager. Due to personal reasons, Mr. White resigned on November 1, 1988. Robert Kidder was hired on November 28, 1988 as Farm Manager. Bob had been working for Merrimack County Farm as their Farm Manager for the past three years before coming to Rockingham County.

Since December, this is the first time the farm has started to work closely with the Rockingham County Cooperative Extension Service. Soils testing, to see how to utilize the cow and pig manure and use less commercial fertilizer on the crop land, was conducted.

In the Spring, the farm will work with the Cooperative Extension Service on planting vegetable gardens and using black plastic mulch and row covers on the vegetables.

The farm will continue to work with the Exeter Area Future Farmers of America on setting up various agricultural programs on the farm which will include a vegetable garden, working with farm equipment from planting corn to cutting hay.

In all, I would say the Rockingham County Farm will start to see a lot of changes in 1989, and will continue to provide fresh produce to the Rockingham County Nursing Home, with an effort to promote and encourage good working habits and responsibilities to the inmates that work on the farm.

Respectfully submitted,

Robert Kidder
Rockingham County Farm Manager

ROCKINGHAM COUNTY FARM
Combined Enterprise Analysis
Twelve Months Ended December 31, 1988

	Enterprise		Enterprise		
	Beef Cattle	Butcher Hogs	Hay	Silage	Slaughterhouse
Total	Total				
Income					
Revenues	\$ 56,508	\$ 53,215	\$ 40,475	\$ 60,500	\$ 11,565
Increase (Decrease) in Inventory	(17,315)	(23,355)	5,350	9,000	0
Total Income	<u>39,193</u>	<u>29,860</u>	<u>45,825</u>	<u>69,500</u>	<u>11,565</u>
					<u>195,943</u>
Expenses					
Direct Costs	59,954	28,365	1,248	3,466	597
Direct Maintenance Dept. Allocations	2,042	1,559	0	0	2,708
Indirect Costs	17,535	20,540	13,429	12,285	2,650
Applied Labor	3,232	3,739	2,249	2,066	523
Applied General & Administrative	11,924	14,560	12,382	10,845	1,416
Total Expenses	<u>94,687</u>	<u>68,763</u>	<u>29,308</u>	<u>28,662</u>	<u>7,894</u>
					<u>229,314</u>
Profit (Loss) from Operations	<u>\$ (55,494)</u>	<u>\$ (38,903)</u>	<u>\$ 16,517</u>	<u>\$ 40,838</u>	<u>\$ 3,671</u>
					<u>\$ (33,371)</u>
Miscellaneous Income:					
Interest Rebates, Dividends					191
Net Profit (Loss)					<u><u>\$ (33,180)</u></u>

ROCKINGHAM COUNTY FARM
Indirect Cost Control Accounts
Twelve Months Ended December 31, 1988

LABOR COSTS

Supervision	\$20,239
Farm Hands	28,994
Social Security	4,083
Medical Insurance	2,456
Dental Insurance	948
Retirement	550
Workmen's Compensation	5,226
Unemployment	332
Employee Expense Reimbursement	131
Jail Department Allocations: Special Clothing	3,480
Total Labor Costs	<u><u>\$66,439</u></u>

GENERAL AND ADMINISTRATIVE COSTS

Property Taxes	\$ 9,322
Insurance & Bonding	1,359
Office (Telephone, Postage and Supplies)	1,128
Total General & Administrative Costs	<u><u>\$11,809</u></u>

SERVICE COSTS

Supplies	\$ 978
Vehicles — Fuel & Oil	3,150
Equipment	2,008
Repairs	6,109
Maintenance Department Allocations:	
Work Orders (Labor, Material, Overhead)	15,946
Fuel	859
Electricity	7,817
Vehicles Supplies and Repairs	4,564
Gasoline	1,935
Water, Sewer and Generator	2,396
Bench Stock	979
Roads and Grounds	3,886
Pasturage Rental	500
Total Service Costs	<u><u>\$51,127</u></u>

ROCKINGHAM COUNTY FARM

Enterprise Analysis

December 31, 1988

Note B: Description of Business

The operations at the County Farm consist of the production of several different crops and kinds of livestock. These analyses compute operating profits and losses for each enterprise. The beef cattle and butchered hogs are sold almost exclusively to the Rockingham County Nursing Home. There are sales of piglets and "roasting pigs" to the general public. Some hay is also sold to the general public; much of the hay and all of the corn silage is consumed on the Farm by the livestock. The cost of growing these forage crops is absorbed by the livestock enterprises, through charges to inventory, as they are consumed. The slaughterhouse, which operates for the public as well as for the County, pays the County 1/3 of the revenues that it receives from public operations. In order to measure and fully absorb all costs of the livestock and hay produced and sold, each operation is presented as a separate "profit-center."

Note C: Unusual Events and Restrictions

1. Economic Dependency

With sales of beef and most butchered hogs restricted to the Nursing Home at pre-determined prices and quantities, the Farm is limited in its ability to increase revenues by expanding market. The County is hesitant to expand market by competing in the private sector. Therefore, there are no costs connected with marketing or advertising; and revenues are restricted accordingly.

2. Labor Costs

The County is reimbursed by insurers for the costs of benefits to employer for work-related injuries. This reimbursement is a reduction to the labor cost shown in the indirect cost accounts. The County was reimbursed for such benefits paid to the first Farm Manager during 1988.

Inmates in the County House of Correction who have been sentenced to hard labor are worked at the County Farm. While it is recognized that the use of unpaid labor should contribute to the profitability of an enterprise, whatever benefit that is derived is offset by the cost of farm hand supervision, transportation, and doubtful productivity.

3. Indirect Costs

The presentation of the County Farm operation as an enterprise fund, similar to a profit making activity, requires that all costs attributable to the activity be recognized in determining the profit or loss for the period. This enterprise analysis recognizes costs incurred in other County operations, and allocates them as indirect costs to the County Farm from 1) the County Maintenance Department according to a predetermined formula in the Maintenance Department cost accounting system, and 2) from other county operations, where specifically identified. Many of these costs are

fixed costs, which would be incurred by the County whether or not the County Farm is in operation. In 1988 indirect costs increased because many repairs and improvements were required.

4. Inventory Variations

In 1988 there were three farm managers which caused variations in inventory amounts and pricing. These differences, while not material to the Rockingham County financial statements as a whole, may be material to the Rockingham County Farm as a separate enterprise.

5. Other Uses of the Farm

The County Farm is the property of Rockingham County. Unlike a private enterprise, the Farm is available for public tours and visits. Classes from the Thompson School of the University of New Hampshire, field trips from local schools and colleges, classes of handicapped children, use by the County Extension Service, cultivation of garden plots for County residents — all are benefits to the County with inherent costs. While the costs of providing such benefits cannot be measured by the system, it should be recognized that operating deficits are attributable in part to these benefits.

Most recently, Farm property was used by classes from the NH Vocational-Technical School for raising livestock and crops. Classes from UNH and local High Schools were given tours.

A 4-H Field Day will be held in late October, with many students touring the farm.

DEPARTMENT OF HUMAN RESOURCES ANNUAL REPORT

The Rockingham County Department of Human Resources is responsible for processing all of the court-ordered expenses for juveniles who are abused, neglected, delinquent or a child in need of services (CHINS) in Rockingham County.

This includes a vast array of services, from attorney's bills to psychiatric hospitals. It is the task of this office to insure that each child has an open case, that the service was court-ordered, that the correct rates are being charged, that the provider is open on the system, and that the paperwork is properly completed. We work closely with social workers, juvenile service officers, the courts, and service providers.

The monthly caseload of juveniles receiving services is approximately 300 per month. Expenditures by the State average \$350,000.00 per month for those children, the County being responsible for twenty-five percent of that figure.

Rockingham County's parent-child mediation programs continue to successfully divert children and their families from court involvement and expensive placement costs. The mediation programs which the county funded last year covers the Portsmouth, Hampton, Auburn, Derry and Salem District Courts. They are staffed by two program coordinators and many dedicated volunteers. Forty seven families received mediation services through these programs during 1988. Mediation is available, free of charge, in every town and city in Rockingham County.

The About Substance Abuse Prevention program, an educational curriculum for elementary schools, has been implemented in three elementary schools in Rockingham County, with favorable reaction. The development of this program was funded by grant monies through this department.

The Youth Attended Program, based in Windham, continues to provide a safe environment in which to hold a juvenile for up to twenty-four hours, until parents can be contacted and pick up their child, or placement can be arranged. The program is utilized by police and sheriff departments. This program has received national attention, and is the model for two programs currently being developed in New Mexico and Louisiana.

The Department of Human Resources has made a concerted effort to develop a system of equitable reimbursement from parents of children who have incurred expenses. We are currently collecting slightly over a thousand dollars a month in reimbursements. This has been a painstaking process. The County Administrators statewide are looking forward to a cooperative effort with the State in developing policies and guidelines relative to parental reimbursement.

I would like to express my gratitude to the fine, professional staff of the Department of Human Resources, to the volunteers who give selflessly their time and skills as mediators, and to the Board of Commissioners for their advice and support during the past year.

Respectfully submitted,

Diane D. Gill
Department of Human Resources

MAINTENANCE DEPARTMENT'S ANNUAL REPORT FOR 1988

To the Honorable Board of County Commissioners:

I respectfully submit the Annual Report for the Rockingham County Maintenance Department for 1988.

I first would like to say that, prior to my being hired as the Director of Maintenance, I was only aware of this complex/facility but had no idea of the excellent services the taxpayers of Rockingham County get. This is something we all should be proud of. I commend all department heads and staff for a well run operation and am proud to be a part of it.

As the new Director it has proven to be a very challenging year, partly due to being critically short in manpower in all areas. We have only been able to handle this through the excellent team of men working for me. I also would like to make everybody aware of the amount of areas we cover. They are: the Rockingham County Nursing Home, County Jail/House of Correction, County Farm, Rockingham County Administration and Justice Building, Sewer Treatment Plant, Work Release Center, Cooperative Extension Service and Motor Pool for county vehicles. I am amazed at the work load and type of work my men do. They are not maintenance men in relation to minor repairs but engineering technicians in all aspects of the operation of the county complex.

A new year is upon us and it is going to be another exciting year as we go forward with the bonding of a new minimum security building and expansion of the sewer treatment plant.

The following are some of the accomplishments my men have done in 1988:

Rockingham County Nursing Home

1. Installation of new autoclave sterilizer
2. Install new flat iron ware unit for laundry
3. Install new 60 lb. washer
4. Install new steam kettle in Dietary Department
5. Install plywood bumpers for wall protection
6. Install air curtain in Receiving Area
7. Install new loading dock bumper plate
8. Painted Blaisdell I & II Day Rooms
9. Painted Mitchell Basement Area
10. Install new bakery oven
11. Secure and block off old sliding fire doors

Rockingham County Jail/House of Correction

1. Installation of new dryer
2. Installation of new washer
3. Repair plastic water piping in boiler Room – Phase I
4. Install new exhaust duct work for dryers
5. Pave all court yards around basketball nets

Rockingham County Farm

1. New drain line at Farrow Building
2. Repairs to Ladd Farm Piggery
3. Re-grade loading arc at Farrow Building

Rockingham County Administration and Justice Building

1. Build two offices for County Attorneys' Office
2. Mandate No Smoking law in all areas
3. Repairs to heating system
4. Re-locate mail sorting room
5. Painted ground level corridors
6. Oversee/install new climate control HVAC for Processing Room

Rockingham County Cooperative Extension Service Building

1. Painted Home Economics Office

Special Projects

1. Painted Motor Pool Building
2. Renovations to Farmers' House for children's day care
3. Re-build failed sludge pit
4. Re-build generator at boiler plant
5. Oil spill clean up
6. Re-pipe all condensate lines for #6 steam coil heaters
7. Install gray water heat reclaim system

At this time I would like to thank all department heads and their employees and a special thank you to my department for a JOB WELL DONE. KEEP UP THE GOOD WORK.

I WOULD ALSO LIKE TO THANK THE COMMISSIONERS for giving me the support needed.

Respectfully submitted,

Ernest Woodside
Director of Maintenance

OFFICE OF REGISTER OF DEEDS

To the Honorable Board of Commissioners,

1988 was a much quieter year for the Registry of Deeds. It was a time for us to catch our breath and try to plan for the future. There appear to be many changes coming which will alter and streamline our ways of storing and indexing documents. These new technologies are a combination of our already existing system with the added benefit of possibly using optical disk for almost instantaneous indexing, storage and copies. We will still maintain our film department because no other medium has been proven to be completely archival. I can foresee sometime in the next five to ten years a totally different look in the Registry of Deeds.

During 1988 we purchased four used Eastman Kodak viewers and acquired a used Eastman Kodak camera along with several used film carrousels. Our filming project is moving along very well and we are selling copies of the films to several companies. Two companies are also buying copies of the indexes. This creates added income for the County. A public fax machine has also been installed in the Registry and this too will create income.

Thank you to both the Board of Commissioners and the County Delegation for the continuing support of this department.

Respectfully submitted,

Betty Waitt Luce,
Register of Deeds

1988 Statistics

Number of Recordings	64,119
Number of Copies Made	272,010
Receipts	
Expenditures	\$1,413,802.93
Surplus	\$

ROCKINGHAM COUNTY REGISTER OF DEEDS **1987 – 1988 Comparative Statement**

Month	Lst Yr Recpts	This Yr Recpts	% Same Month	% Last Year	Last Yr Rev Stmps	This Yr Rev Stmps	% Same Month	% Last Year	Docs L. Yr	Docs Cumt	% Same Month	% Last Year
Jan.	\$150,843.76	\$ 97,802.12	36-	36-	\$823,779.14	513,391.84	38-	38-	6,991	4,551	35-	35-
Feb.	\$119,808.38	\$ 92,157.44	24-	30-	\$518,904.13	\$482,311.08	8-	26-	5,848	4,237	28-	32-
March	\$134,538.71	\$109,760.03	19-	27-	\$574,068.16	\$505,227.17	12-	22-	6,846	5,148	25-	30-
April	\$159,867.73	\$109,277.09	32-	28-	\$728,053.08	\$509,259.80	31-	24-	7,740	5,132	34-	31-
May	\$157,376.38	\$126,052.33	20-	26-	\$996,847.19	\$679,097.95	32-	27-	7,225	5,835	20-	29-
June	\$187,763.24	\$140,630.12	26-	26-	\$155,485.33	\$865,638.74	26-	26-	8,923	6,294	30-	29-
July	\$162,464.02	\$122,457.93	25-	26-	\$877,573.45	\$708,978.89	20-	25-	7,666	5,546	28-	29-
August	\$136,718.26	\$138,882.77	1	23-	\$753,306.36	\$734,017.85	3-	23-	6,437	6,057	6-	26-
Sept.	\$147,310.14	\$115,737.85	22-	23-	\$872,233.20	\$606,289.86	31-	24-	6,343	5,531	13-	25-
Oct.	\$134,081.40	\$120,111.17	11-	22-	\$722,985.97	\$687,669.77	5-	22-	6,113	5,172	16-	24-
Nov.	\$125,772.50	\$116,443.17	8-	21-	\$747,962.88	\$615,567.54	18-	22-	5,463	4,906	11-	23-
Dec.	\$143,413.39	\$124,490.91	14-	20-	\$822,523.90	\$735,814.13	11-	21-	6,007	5,710-	5-	22-
TOTALS	\$1,759,957.91	\$1,413,802.93			\$9,593,722.79	\$7,643,264.62			81,602	64,119		

**STATISTICS ON THE WORK OF THE PROBATE OFFICE
FOR ROCKINGHAM COUNTY
FOR THE YEAR ENDING JUNE 30, 1988**

Adoptions	157
Changes of Names	174
Conservators Appointed	4
Guardians Appointed: Incompetents; Minors & Persons of Minors	152
Wills Allowed	507
Administrations Allowed	163
Voluntary Administrations	142
Marriage Waivers Granted	14
Inheritance Tax Receipt Where No Administration of Estate	4
Death Certificates Filed	28
Petitions File & Record Authenticated Copies of Wills	42
Terminations of Parental Rights	39
Relinquishment of Parental Rights	14
Wills Filed Not Probated	125
Involuntary Admissions	11
NEW FILES OPENED	1576
Trustee Appointed	41
Accounts Allowed: Administrators; Trustees; Guardians and Conservators	1479
Licenses Issued: Goods & Chattels, Real Estate & Securities	76

During the past year this office has focused on implementing procedures whereby the duties performed could most benefit those served while utilizing personnel potential. Guidelines have been established to enable the orderly transmission of documents processed through the Court while being disposed of in a timely manner. The workload continued to increase and our primary mission is effective service to the public and judiciary while providing timely access to information. We wish to thank all county officers and staff for their support and cooperation.

Elizabeth E. Powell
Commissioner of Probate

ROCKINGHAM COUNTY ATTORNEY ANNUAL REPORT 1988

Systems and procedures implemented in 1987 continued in 1988 to serve the office well as the criminal docket continued to grow. Even so, a 400 case load per lawyer and increases in the number of new cases coming into the office kept the entire staff busy and frequently stressed. Growth of the staff has not kept pace with workload increases.

CASELOAD STATISTICAL DATA

	1987	1988
New cases entered	1859	2239
URESAs entered	212	269
cases disposed of	2210*	1497
carried over at year's end	2388	3136

* Many cases too old to proceed with dating from as far back as mid 1970's were culled and disposed of without court action.

In addition to maintaining salaries for the attorneys that are competitive with private sector earning power in the legal profession, it is also important that appropriate working conditions be maintained to encourage experienced attorneys to stay with the office as long as possible. There are three relatively new attorneys in the office and it is important to keep their positions attractive enough that they will stay in them.

Despite resource limitations, the office is a credible force in the criminal justice system with only a minimum of errors and omissions. The County should stay alert to the need for increasing the capability of the office to meet the considerable growth projected for the County in the next few years. We should address the resource issue before it reaches crisis proportions.

ROCKINGHAM COUNTY SHERIFF'S DEPARTMENT ANNUAL REPORT

The Rockingham County Sheriff's Department continues to serve the citizens of Rockingham County and maintain our earned position as being the best of its kind. Due to the rapid growth of the County the department is constantly upgrading and training our personnel to meet the ever increasing tasks.

During 1988 the Civil Division served 18,232 civil papers garnering \$382,966.61 in revenue for the County. As the New Hampshire Statutes mandate that more processes are to be served "in-hand", additional hours must be spent by the deputies to complete their civil work.

The following figures of the activities of the Criminal Division for the year 1988 reflect a reduction in the effectiveness of the divisions arrests, warrants, and other service activities due to a 68% increase of prisoner transports. Arrests totaled 384 and we presently hold 1,088 outstanding criminal warrants and receive more daily. We handled 43 child abuse cases and administered 187 polygraph tests. Our prisoner transports for in and out of state totaled 2,180.

The Communications Center is now operating with 11 full time and 2 part time dispatchers logging a daily average of 800 police, fire and rescue related entries consisting of both emergency and administrative calls. The Center has installed a new command console in 1988 and is now operating to handle fire, ambulance and rescue calls for the towns in Rockingham County that we now dispatch for. At the present time we dispatch for 12 fire departments with a possibility of several more being added in 1989.

The Electronic/Radio Maintenance Department has installed a new base station at our primary Dispatch Site at Saddleback Mtn. in Northwood. This equipment greatly increased the reliability of our Police Dispatch Activities. Also a 2 frequency Fire Base transmitter/receiver was installed at the same site allowing us much improved coverage for our present Fire Dispatch activities.

A plan to add a repeater site in southern Rockingham County to enhance radio transmitting and receiving capabilities for the Police Department in the south-western portion of the county is progressing slowly. This repeater site will also upgrade service to these 25 Police Departments with regard to the daily dispatching routine in the Communication Center.

I would like to take this opportunity to sincerely thank my staff and all local and state law enforcement agencies for their fine cooperation and efforts to work as a team to keep crime at a minimum in Rockingham County. I would also like to thank the County Commissioners, the Sheriff's Sub-committee members of the Executive Committee and the Rockingham County Convention Representatives for their cooperation and guidance in making 1988 a very successful year.

Wayne E. Vetter
High Sheriff

ANNUAL REPORT OF THE ROCKINGHAM COUNTY JAIL AND HOUSE OF CORRECTIONS

JANUARY 1, 1988 THROUGH DECEMBER 31, 1988

TO THE HONORABLE BOARD OF COMMISSIONERS

During the past year we were faced with a serious over crowding problem. In order to address this problem a Jail Task Force Committee was established on the recommendation of a resource person from the National Institute of Corrections who provided the onsite technical assistance.

Current efforts will be continued during 1989 to resolve this serious over-crowding problem.

The Department of Human Services was busy again this year. A new program called "Decisions" was implemented. The program is designed to teach inmates decision making skills in a jail setting, the first ten week cycle was very successful.

In addition to the Decisions group over twenty inmates graduated from the GED program. Many inmates attended the Adult Basic Education Program, learning computer skills and basic life skills.

Our Work Release Program is very successful, sixty-one inmates participated in this program in 1988. The program allows inmates to work and learn vocational skills in the community. Through this program, restitution and fines are paid and inmates learn the responsibilities in the working world, preparing them for the work force when they are no longer incarcerated.

This year we are fully appreciative of having a full time Substance Abuse Director at the facility. It has been a great help to us and to the courts, probation, families of the inmates and to the inmates.

We would like to thank the entire staff of the Rockingham County Jail and House of Correction for their continued dedication and professionalism.

We would also like to express our appreciation and thanks to the following people and their departments for their co-operation and assistance throughout 1988: William Sturtevant, Administrator of the Nursing Home, Sheriff Wayne Vetter, Ernest Woodside, Director of Maintenance Department and the Rockingham County Attorneys office for their valuable assistance in 1988.

Finally, we would like to express our thanks to the Rockingham County Board of Commissioners for their continuous support and guidance throughout the year.

Respectfully submitted,

John D. Courtney, Jr.
Superintendent

Patricia Donovan
Asst. Superintendent

TOTAL EXPENDITURES

Total Operating Expenditures	\$ 687,972.15
Total Jail Budget	2,127,435.00
Total Cost Per Inmate Per Day	52.53
Total Cost Per Inmate Per Year	19,166.00

(this figure is based on the average of 111 inmates per day which is the average daily population for 1988)

Revenue	\$44,777.94
Budget Deficit w/o Revenue	66,618.04
Budget Deficit With Revenue	18,840.10

ANNUAL REPORT 1988
DISTRIBUTION OF COMMITMENTS BY COMMUNITY DURING 1988

Atkinson	9	Newton	25
Auburn	14	North Hampton	79
Brentwood	11	Northwood	18
Candia	21	Nottingham	8
Chester	20	Plaistow	139
Danville	17	Portsmouth	86
Deerfield	45	Raymond	116
Derry	25	Rye	23
East Kingston	33	Salem	140
Epping	270	Sandown	41
Exeter	50	Seabrook	43
Fremont	6	South Hampton	9
Greenland	31	Strathem	118
Hampstead	28	Windham	13
Hampton	151	N.H. State Police	282
Hampton Falls	7	Rock. Sheriff	342
Kensington	47	Self Turn in	259
Kingston	141	State Prison	9
Londonderry	11	Feds	4
Newcastle	1	Strafford Sheriff	3
Newfields	7	Hills Sheriff	2
Newington	25	M/V Dept.	1
Newmarket	165	Total Commitments	2939

WORK RELEASE PROGRAM 1988 SUCCESS

A — SUCCESS	67.2%
B — URINE TT	21.3
C — OTHER	4.9
O — ESCAPE	3.3
O — DECEASED	1.6
O — FIRED	1.6

OTHER	A	B	C
-------	---	---	---

1988

Lt. Charron
Success

Work Release
1/5/89

ANNUAL COUNT
ROCKINGHAM COUNTY JAIL & HOUSE OF CORRECTION
January 1, 1988 through December 31, 1988

	Pre/Trial	Sentenced	Total
Inmate Count on January 1, 1988	62	38	100
Inmate Count on December 31, 1988	66	35	101
Committed From 1/1/88-12/31/88	2416	519	2939
Discharged during 1988	2416	522	2938
Average Daily Count During 1986		85	
Average Daily Count During 1987		108	
Average Daily Count During 1988		111	
First Offenders Booked in 1988		1709	58%
Repeat Offenders Booked in 1988		1229	42%
Females Booked in 1988		264	9%
Males Booked in 1988		2674	91%
Average Age of Inmates Held During 1988			28 Years old

SUMMARY OF ADMISSIONS DURING 1988

OFFENSES	NUMBER BOOKED
False Scripts	13
Forgery	55
Issuing Bad Checks	34
Acts Prohibited	10
Defaults	62
Fugitive From Justice	75
Tampering With A Witness	5
Endangering The Welfare Of A Child	9
Violation Of Probation	51
Non Payment Of Fines	18
Unlawful Possession Of Alcohol	48
Littering	4
Indecent Exposure	4
Bail Jumping	11
Welfare Fraud	2
Perjury	1
Court Overnight Holds (State Prisoners)	46
Concealed Weapons	5
Violation Of Town Ordinances	31
Escape	11
Hunting Violations	2
Firearms Violations	13
Prostitution	1
Incest	1
Bail Revoked	2
Arson	2
Desertion	4
Illegal Alien	2
Obstructing Government Administration	3
Contempt Of Court	42
Protective Custody	160

SUBSTANCE ABUSE STATISTICS 1988

The focus of this synopsis is the actual numerical aspects of clients seen, referred, treated through the course of 1988. Hours/time spent working with volunteers, interns, community resource personnel is not reflected in the following statistics.

THREE GROUPS PER WEEK:

PRE-TRIAL	average number of members	12	
SENTENCED	average number of members	10	
COMMUNITY	average number of members	10	
GROUP CLIENTS PER WEEK			
@ 1½ HOURS PER SESSION		32	
for a total of 48 client contact hours per week			
times fifty two		2496	annual total
INDIVIDUAL (one hour) CLIENT SESSIONS			
PER WEEK AVERAGE		10	RHOC
INDIVIDUAL (one hour) CLIENT SESSIONS			
PER WEEK AVERAGE		8	COMMUNITY
TOTAL WEEKLY INDIVIDUAL CLIENT SESSIONS		18	
times fifty two		936	annual total
COMBINED ANNUAL TOTAL FOR INDIVIDUAL AND			
GROUP CLIENT CONTACT HOURS		3,432	annual total

On an average, client referred to rehabilitation facilities for screening interviews numbered four (4) for an annual total of two hundred and eight (208). Out of the number screened, approximately sixty-five (65) were deemed to be acceptable candidates for treatment.

The actual enrollment of clients in residential rehabilitation facilities averaged four (4) per month for an annual total of forty-eight (48).

Those individuals actually completing programs, and remaining absitinent drops even more dramatically to approximately ten (10). In spite of the low numbers of clients demonstrating functional behavioral change, the saving(s) to the County is impressive in that the annual cost of maintaining one inmate for one year is in the range of twenty to twenty-five thousand dollars. Therefore, the Substance Abuse Program represents a saving by reduced cost(s) to the County of some two hundred to two hundred and fifty thousand dollars.

Respectfully submitted,

Mary Greene, Ph.D. CADAC

**1988 DEPARTMENT OF PASTORAL CARE
ROCKINGHAM COUNTY JAIL/HOUSE OF CORRECTION**

Prison ministry volunteers Training & Screening Program

Planned, developed and organized over a 6 month period a series of seminars designed to screen potential volunteers for suitability in jail work, train them in security procedures, familiarize them with the jail and HOC operation and facility, introduce them to key personnel, orient them to the nature of inmate life and the needs of inmates, identify their gifts and abilities as volunteers, and match those abilities with needed areas of volunteer ministry work. The program consisted of four seminars with attendance required of all volunteers. Extensive use was made of video training tapes, some of which were purchased and others of which were produced within the jail facility. The seminars were coordinated with jail administration and other organizations specializing in prison ministry. Of the four seminars, three featured talks by experts in the field: Lt. Gene Charron, head of security at the Jail, Donald Carr, NE Regional Director of Prison Fellowship, and Leonard Spitali, Prison Chaplains Coordinator for the E.A.N.E. covering five states. The seminars made use of extensive study materials, and all volunteers completing the four seminars were given Jail Ministry Volunteer picture identification badges to be worn when visiting the jail. In addition to covering rules and regulations, the seminars focused on typical kinds of inmate behaviors, feelings, and motives, as well as allowing the volunteers to express their feelings, questions, apprehensions, etc. A total of ten volunteers completed this first series, with another four seminars scheduled for June of 1989.

Increased inmate attendance at Chapel and Bible study

Attendance at Sunday Chapel service has increased from an average of 5 in 1987 to an average of 22 in 1988. There have been many Sundays when seating capacity was exceeded and inmates had to stand through the service. Attendance at Bible Study has increased to 12 among pre-trial. While there has been a demand for Bible study among the sentenced inmates, this has not been possible due to time constraints.

Organized "W.A.I.T." (We Are Incarcerated Too) for inmates' families

Organized and provided on-going leadership for support group of inmates' families. The group meets weekly and has families attending from Derry, Exeter, Seabrook, Epping, Portsmouth and surrounding areas.

Began a newsletter supported by private funds featuring items of religious interest to surrounding churches

On Call 24 hours/day for emergencies

Through an arrangement with the Sheriff's Department, has carried a pager at all times and been on call for emergencies at the jail. On numerous occasions have been called in during off-duty hours to counsel with suicidal inmates.

Provided special events

Organized and helped to lead an all-day seminar for inmates introducing them to church, prayer, Bible Study and the Christian Life. Showed movies, feature length, to all blocks featuring religious content. Invited chaplain from MCI at

Walpole and gospel singer and jointly held a special Martin Luther King, Jr. worship celebration in honor of Rev. King's Birthday. Held special Memorial Services for inmate Bean, killed in an automobile accident.

Provided solution to problem of getting Roman Catholic worship

In absence of a priest to provide services regularly in the jail, arranged for a Eucharistic minister from St. Michaels parish to bring the Communion into the Jail on a weekly basis. Sanctioned by the Diocesan Bishop, this approach has been working very well on behalf of the Roman Catholic inmates in the facility. Also made contact with the Parish Minister of St. Michaels who is going to arrange for a priest to come monthly into the jail to hear confessions. This fills a vacuum which has existed in the facility for some time.

Accessibility to inmates

Made regular, daily visits to the cellblocks, visiting on the tiers and sitting with the inmates in their individual cells, occasionally eating meals with the inmate population, became highly accessible to inmates and earned the trust of many of them. Stressed the importance of one-on-one relationship building which has accounted for the increased attendance at religious functions.

Distribution of free books and reading material

Coordinated with church representatives of numerous churches to provide for the free distribution of hundreds of paperback books and pamphlets free to inmates wishing to read stories of how famous athletes and notorious criminals have changed their lives through faith in God.

Dean Flemming
1988

UNH COOPERATIVE EXTENSION — ROCKINGHAM COUNTY ANNUAL REPORT 1988

Cooperative Extension is a unique partnership between County Government, the State Land Grant College (University of N.H.) and the U.S. Department of Agriculture. Our educational mission focuses on the positive development of people and communities so that they may effectively identify and solve the problems directly affecting them. The Rockingham County office currently assists residents with educational information in Agriculture, Home Economics, Forestry, Expanded Food and Nutrition Education Program, Seagrant and 4-H Youth Development. In 1988, direct assistance was given to citizens in every town and city in the county.

The Rockingham County Cooperative Extension Council, made up of thirteen local citizens, meets monthly to provide program and personnel guidance and to oversee budget preparation and expenditures. This advisory group provides an important link with local communities and their concerns.

Rockingham County Cooperative Extension Staff

679-5616 or 1-800-248-6672

Nancy E. Adams Shelly Worm Kapitan
Extension Educators, Agriculture

Lynn Garland Robyn Wojtusik
Extension Educators, 4-H

Claudia Boozer Heather Mates
Extension Educators, Home Economics

Carla Billingham Elizabeth Brink
Program Associates, EFNEP

Phil Auger
Extension Educator, Forestry

Roland Barnaby
Extension Educator, Seagrant

Agriculture

Agriculture continues to play an important role in the economic and social well-being of Rockingham County. The County Agriculture Agents work closely with both commercial producers and home audiences in a variety of areas. Some major areas of emphasis this past year have included water quality issues, developing alternative agricultural opportunities and increasing profitability of existing agricultural businesses.

Water quality efforts in 1988 involved coordinating an interagency water quality task force to identify major water quality issues in the county. Future programming efforts will center around these identified issues. An extensive

water quality library is also being established which will provide a resource for all Rockingham County residents. Additionally, twenty-five individuals received Pesticide Applicator Training which included groundwater protection topics.

Increased profitability of agricultural businesses depends on improving marketing, management and production skills. The purchase of a soluble salt meter enabled us to assist greenhouse growers in monitoring their fertilizer usage. An open house at the University of New Hampshire Horticultural Farm provided the opportunity for Rockingham County vegetable growers to see current research and intensive production methods. Other activities included farm and greenhouse tours, educational meetings, newsletters and direct assistance through on-site visits and phone conversations.

The homeowner audience continues to expand. Educational efforts such as Country Living Day (which reached 400 people), our bimonthly county newsletter, horticultural talks and publications have helped us meet the needs of Rockingham County residents.

FORESTRY

Rockingham County's Extension Forestry Programs is involved in a wide variety of natural resource program. These programs reflect the needs of landowners and communities in New Hampshire's most rapidly urbanizing county. Here is a quick look at some of the audiences and programs of the Forestry Program.

Land Protection — Communities are faced with the possible loss of adequate open space to provide recreational opportunities and critical natural resources such as water. As a result, many towns have begun to inventory natural resources, target those that need protection and actively purchase development rights and properties. Extension works with communities, landowners and other agencies to promote land protection programs throughout the county.

Urban Audience — Traditional Extension Forestry Programs deal with larger woodlot owners and related forest industry. The need for programs that directly affect and benefit the urban audience have never been greater. This year, in conjunction with foresters from Hillsboro and Strafford Counties, the Backyard Tree Farm Program was developed and launched for just that audience. Modeled after and sponsored by the nationally recognized Tree Farm Program, The Backyard Tree Farm Program is the first of its kind in the nation.

Forest Industry — Rockingham County continues to support an active and very diverse forest industry. Assistance to private landowners, harvesters, sawmills and related industries continues with support from Extension Specialists in product marketing, utilization and wildlife at the state level. Our forestry programs in New Hampshire are recognized as a unique blend of educational landowner assistance and private service forester promotion. In Rockingham County a Forest Management Services Directory has been developed that helps landowners select private foresters to meet their needs. The Directory is being used as a model in other counties around the state.

Sea Grant

Cooperative Extension's first full time Sea Grant Agent started in March 1988. Prior to that time there had been a part-time position very aptly filled by Stan Knowles. Roland Barnaby was hired for the full time position. His background includes 15 years in education (5 years in public schools and 10 at the college level), 10 years part-time commercial fisherman, 5 years full time commercial fisherman, and 5 years as the owner of a retail, wholesale seafood business.

Several major ongoing projects were started this year. The Sea Grant Agent has been the catalyst in starting and maintaining the New Hampshire Commercial Fishermen's Association. He is working with the Seabrook/Hampton fishermen in starting a fishermen's Cooperative. A committee of people interested in scuba diving has, under the supervision of Mr. Barnaby, put together a 32 page book on sport diving in New Hampshire. This book will be published in the spring of 1989. A partnership between Sea Grant and 4-H was formed to construct an aquaculture facility in Seabrook.

His services were used in working with the NH Port Authority, NH Department of Resources and Economic Development, and NH Yankee in the construction of a fish pier in Seabrook. He has worked closely with NH Fish and Game on several projects, including a shrimp separator trawl research project.

Coastal resource management has been an area where Mr. Barnaby has spent some time, having served on several committees and making presentations at two coastal forums.

The Expanded Food And Nutrition Education Program

The Expanded Food and Nutrition Education Program is a federally funded program that provides basic nutrition and food skills information to families, pregnant women and youth. The program is taught by trained program associates and is offered free of charge to those who are income eligible.

Clients are taught individually or in small groups. The lessons are tailored to the personal needs of the participants and most are instructed in their homes.

In Rockingham County, EFNEP is offered in Portsmouth, Derry and Salem. Full enrollment for the program is 20-25 clients. Twenty-two families were served in Derry and Salem in 1988. The program associate position in Portsmouth was vacant until October 1988.

Home Economics

The Home Economics program provides opportunities for individuals to gain information in the areas of food and nutrition, financial management, human development and family relations, clothing and textiles, and home improvement. We work with numerous community groups, cooperating agencies, and private business in the delivery of these educational programs.

To help build family strengths, 149 parents received child development newsletters, 84 parents and caregivers learned about "Feeding Your Preschooler", and 9 adults attended a 4-part "Living in a Stepfamily" series. The Seacoast Stepfamily Support group also continued to meet on a monthly basis. To assist caregivers of the elderly, 14 volunteers participated in the 20-hour Volunteer Information Provider training and reached 28 caregivers to help reduce the stress of their caregiver role.

To help promote healthy lifestyles, 193 men and women learned about Nutrition and Cancer Prevention, 47 people attended Calcium and Fats and Cholesterol programs, 24 individuals participated in a nutrition and Weight Control series, and 100 people completed a 4-part Stress Management series. 22 limited-income families enrolled in the Expanded Food and Nutrition Education Program to receive individualized instruction of nutrition, food purchasing and preparation.

To promote economic well-being in the state of N.H. programs presented included "Housing Options for Seniors" and a condominium Symposium, the latter of which was featured on WMUR-TV Manchester evening news in July of 1988. "Storing Your Textile Heirlooms" was an agent taught program for the Extension Homemaker groups and also part of the annual Country Living Day agenda. "Fashions Fit and Comfort for the Warmer Weather" and the "Why Test Your Water" program were taught to selected leaders of the Extension Homemakers, who are available to take the program to public groups. "Consumer Rights and Basic Money Management" was taught as part of the training curriculum of the Seacoast Homemaker Home Health Aids. "Money Matters and Women: Surviving Financially" is the title of a two-part workshop being planned by a group of county volunteers who have been meeting for a year. This program addresses the need for women to plan ahead for their economic well-being and takes a look at all aspects of financial management.

4-H

Learn by doing and having fun while doing it describes 4-H, an out of school program that emphasizes project and life skill development. In Rockingham County, over 300 people serve on the 4-H volunteer staff. In 1988 over 900 4-H members completed 4-H projects and were active in 85 local/county-wide 4-H clubs. Additionally, 198 youth were reached through 4-H short courses in Childcare/Babysitting, Let's Go Fishing, Marine Science and Forestry. Approximately 6,350 youth benefitted from 4-H "Kids on the Block" handicapped awareness program, Embryology, Career Education, and International 4-H Youth Exchange school enrichment programs. In addition, 15 adults and 25 youth are participating in the Marine Science program at the newly acquired 4-H Aquaculture Facility in Seabrook

4-H offers fifty different project categories that emphasize growth from beginner to advanced levels in skills and knowledge. Major project groupings are : Plant Science, Home Economics, Agriculture, Natural Resources, Mechanical Science, Citizenship, Leadership, Health and Safety, Communications, Leisure and Cultural Education, Energy, Jobs and Careers. In additionn to project areas, 4-H members (ages 8-19), learn basic life skills – developing positive self concepts, relating to others, building group skills, practicing leadership skills, participating in community service and improving communication skill. Youth can participate in 4-H as a club member, an independent member, a special interest group and as a 4-H camper. Entire families can also get involved as a 4-H Family unit.

Members and volunteer leaders of 4-H continue to excel on local, county, regional, state, New England and National levels. This year two teen delegates and one volunteer chaperone were selected to attend the National 4-H Congress in Chicago, two to National Citizenship Conference and seven to Regional and National Horse & Livestock Judging, Dairy Quiz Bowl and Hippology Competitions.

Key Volunteer Leader, Maryann Kasprzak, was selected as the National 4-H Salute to Excellence Award Winner which includes a \$1000.00 grant to focus on Hippology throughout the state. She will also attend the special week-long conference at the National 4-H Center early in 1989.

ROCKINGHAM COUNTY NUTRITION PROGRAM ANNUAL REPORT 1987-1988

In the fiscal year 1987-1988, Rockingham County Nutrition Program served 204,943 meals to 2,499 clients in Rockingham County. This breaks down to 81,977 congregate meals, and 122,966 home-delivered meals. RCNP is dedicated to serving hot nutritious meals to the elderly of Rockingham County, in both home-delivered and group settings, Each meal consists of the following:

- 3 ounces of cooked portion of meat or protein alternate
- 2 ½ cup servings of fruit, vegetables or juices
- 1 slice of enriched or whole grain bread or alternate
- 1 teaspoon of fortified butter or margarine
- 1 ½ cup serving of dessert
- 1 ½ pint of milk, whole or skim
- optional beverages – coffee or tea

Plus:

- Diabetic or salt restricted substitutions
- Specials: soup bars, salad bars, dessert bars
- canned meals for blizzard days, for some homebound certified in need,
- frozen meals for weekends, for some homebound certified in need,
- light meals for dinner, for some homebound certified in need.

All meals are catered by Marriott Food Corporation, in Sanford, Maine. The menus are a joint effort between RCNP and the caterer. Nutritional standards are set by the nutritionist on staff at Marriott.

RCNP serves every town within the county. We have fourteen sites. The site locations are: Candia, Derry, Epping, Exeter, Hampton, Londonderry, Newmarket, Portsmouth Margeson Apartments, Portsmouth Senior Center (group meals only are served at Portsmouth Senior Center, while both group and home-delivered meals are served at Portsmouth Margeson), Plaistow, Raymond, Salem, Seabrook, and Windham.

Our services go beyond the group and home-delivered meals as our site managers often do social services, such as referrals, support counseling, and home tasks in order to help the older person stay in his/her home. Our staff includes 53, seven full-time, and 46 part-time. We use many older volunteers to help us keep the costs of the program to a minimum as well as enabling the older person to keep busy.

RCNP does provide transportation to and from the meal site to clients in certain localities throughout the county. In Derry the van is used to deliver meals, take elderly to and from the meal site, to doctors' appointments, and on shopping trips. In Salem, RCNP has a cooperative agreement with the town of Salem. The town van is driven by an RCNP employee, to take meals and participants to and from the site. In Exeter, RCNP owns a van which takes the elderly to and from the Exeter meal site, five days a week. In Epping, we have van transportation three days a week, and the same van is used the remaining two days for the Plaistow site. In towns where van service is not provided by RCNP, the site manager tries to

coordinate with other agencies to transport clients either to or from the meal site and other places they need to go. For the year RCNP provided 15,215 units of transportation.

RCNP is located at the county complex in Brentwood, in the administration building. This locality serves RCNP well, as we are in the middle of the county and this allows us to be in close proximity to all of the sites. Also, being in the same building as the county commissioners allows us to keep abreast of information affecting the county and thus affecting our clients. The Rockingham County Nursing Home has also proven to be an invaluable resource.

Respectfully submitted,

Debra Perou-Hermans

COMMISSIONERS REPORT

The Board of Rockingham County Commissioners continue to work towards providing the citizens of Rockingham County with quality services at the lowest possible cost.

Situations beyond our control such as jail overcrowding and the need for expansion of these facilities, the enlargement of the waste water treatment facility and State mandated costs are contributing factors for the increase within the 1988 budget. We continue to work closely with Department Heads and the County Delegation to maintain a tight control of the budget.

The Board of Rockingham County Commissioners would like to take this opportunity to extend their thanks for the support and cooperation that we received from the residents of Rockingham County, our fellow elected officials, the County Delegation Executive Committee, the entire Delegation and especially the county employees whose dedication makes it all work.

BOARD OF ROCKINGHAM COUNTY COMMISSIONERS

Ernest P. Barka, Chairman
Maureen Barrows, Vice Chairman
John C. Driscoll, Clerk

ROCKINGHAM COUNTY TREASURER REPORT OF CONDITION

As we close out December of 1988, the most important issue facing us in the near term is the tax relationship between the County and the town of Seabrook. In 1988, Seabrook withheld \$684,997 from their 1988 tax warrant which they represent is the County's proportionate share of a tax abatement granted by the Superior Court in the State of New Hampshire. Your elected officials intend to defend the County's position that the town was not entitled to an abatement as so voted by the County Convention early in 1988. As a result of Seabrook's actions, the County was forced to borrow funds to meet its obligations as of December 31, 1988. It is anticipated that those borrowings will be repaid based on the outcome of the Court action being initiated by the town.

Tax reform continues to affect both the way we borrow money and the associated costs of those borrowings. Interest rate volatility continues to be of concern, and the rate on the anticipated bond offering for improvements to Rockingham County facilities will be impacted by the Seabrook tax issue in 1989.

Future financing methods do not appear to be as favorable for Rockingham County's investment results, but we continue to examine all reasonable alternatives for debt and investment instruments.

There continues to be increased administrative burdens associated with compliance with federal regulations and procedures. The Treasurer's position is part time, and the treasury could not maintain its service level without the dedication and commitment of the various County departments who support our administrative efforts. We would be remiss if we did not acknowledge their assistance and efforts during the past year.

Respectfully submitted,

Clarke R. Chandler, Treasurer
Rockingham County

Irene Dodge, Deputy Treasurer
Rockingham County

